

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 7, 2022
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF FEBRUARY 22, 2022:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Ordinance Amendment – Curfews for Minors. Conduct a public hearing to receive citizen comment regarding the proposed revision of Article V, Offenses Against Public Peace, Sec. 89(b), *Curfews for minors*, to Chapter 19, Offenses, changing the age of minors subject to curfew.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. First Reading & Set Public Hearing-Food Truck Ordinance. Conduct first reading and set a public hearing for Monday, March 21, 2022 to receive citizen comment regarding the proposed addition of Chapter 16.8, Mobile Food Vending, to the Code of Ordinances to govern mobile food trucks.
Master Plan Implementation Goals: 1.19, 1.21, 2.1, 2.3, 2.13, 4.6, 5.9, 5.15
2. Bid Award – James S. Miner Launch Base Project. Approve bid award to Great Lakes Fusion, L.L.C. for the James S. Miner Launch Base Project in the amount of \$29,437.75 and further approve payment to the contractor upon satisfactory completion of project.
Master Plan Implementation Goals: 1.6, 1.19, 4.5, 4.20, 5.9, 5.12, 5.14, 5.33, 6.4

3. Purchase Order Amendment - Road Salt. Authorize amendment to Purchase Order #43514 with the Detroit Salt Company, LLC, via State of Michigan Contract No. 180000000768, adding \$8,041.50 plus a contingency of \$500.00, for delivery of an additional 250 tons of road salt, and further authorize payment according to unit prices upon satisfactory receipt of the product.
4. Check Register – February 2022. Affirm check disbursements totaling \$3,190,466.94 for February 2022.

ITEMS OF BUSINESS

1. Ordinance Adoption - Bonding for DWRF Financing – Center Street Water Main Replacement & Water Storage Tanks. Consider adoption of an ordinance to authorize and provide for the issuance of revenue bonds for DWRF financing of the cost of the replacement of water mains and service lines along Center Street and the rehabilitation of water storage tanks, standpipes, and related facilities under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.
Master Plan Implementation Goals: 3.4, 3.7
2. Property Sale – 10.85 acres off Penbrook Drive. Consider the sale of 10.85 acres of city-owned property on Penbrook Drive to Moxie Holdings, LLC in the amount of \$50,000.00 and further consider approval of a development agreement spelling out the rights of the parties involved.
Master Plan Implementation Goals: 1.9, 5.6, 5.11, 7.4
3. Single Audit Act Compliance. Consider resolution accepting and placing on file the City of Owosso Federal Single Audit for the Fiscal Year Ended June 30, 2021.
4. Small Cell Wireless Facilities Permit – 216 E. Exchange Street. Consider approval of the Small Cell Wireless Facilities Permit application from Verizon Wireless for the colocation of a new small cell wireless facility on an existing Consumers Energy utility pole at 216 East Exchange Street.
Master Plan Implementation Goals: 1.17, 5.15
5. Citizen Participation Plan Update. Consider adoption of the updated Citizen Participation Plan, originally approved in October 2017, required by the Michigan Economic Development Corporation Redevelopment Ready Communities Program.
Master Plan Implementation Goals: 1.1, 1.13, 4.10
6. Water & Sewer Rate Proposal. City Manager Nathan R. Henne will deliver a presentation detailing the proposed water and sewer rates, followed by consideration of a resolution adopting said water and sewer rates effective July 1, 2022.
Master Plan Implementation Goals: 3.4

COMMUNICATIONS

1. Baker Tilly. 2022-2027 Owosso Water & Sewer Rate Proposal.
2. Brad A. Barrett, Finance Director. Monthly Financial Reports – January 2022.
3. Kevin D. Lenkart, Public Safety Director. February 2022 Fire/EMS Report.
4. Downtown Development Authority/Main Street. Minutes of February 9, 2022.
5. Parks & Recreation Commission. Minutes of February 23, 2022.
6. Planning Commission. Minutes of February 28, 2022.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, March 21, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2024
Downtown Historic District Commission – term expires June 30, 2022
Owosso Historical Commission – 2 terms expire December 31, 2023
Planning Commission – term expires June 30, 2022
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF FEBRUARY 22, 2022
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

PLEDGE OF ALLEGIANCE: COUNCILMEMBER ROBERT J. TEICH, JR.

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda as presented.

Motion supported by Councilmember Pidek and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF FEBRUARY 7, 2022

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of February 7, 2022 as presented.

Motion supported by Councilmember Haber and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Ordinance Amendment - Rezoning 701 South Chestnut Street

City Manager Nathan R. Henne said the property is currently used as a church and the sale of the property is contingent upon the rezoning of the property. The Planning Commission recommends the rezoning. Prior to redevelopment of the site, a full site plan review will be conducted by the Planning Commission.

A public hearing was conducted to receive citizen comment regarding the request from Terry and Georgia Gregoricka to rezone the property at 701 South Chestnut Street from R-1, Single Family Residential District, to I-1, Light Industrial District.

Mayor Eveleth noted the applicants were present to answer any questions.

There were no citizen comments regarding the proposed rezoning made prior to, or during the meeting.

Mayor Pro-Tem Osika said she had driven by the property in question and didn't see a problem with the request.

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Mayor Pro-Tem Osika that the following ordinance be adopted:

ORDINANCE NO. 827

**AMENDING CHAPTER 38, ZONING, OF THE CODE OF ORDINANCES
TO REZONE ONE PARCEL OF REAL PROPERTY AT 701 S. CHESTNUT STREET
AND AMEND THE ZONING MAP**

WHEREAS, the City of Owosso received a request from Terry and Georgia Gregoricka, owners of the property located at 701 South Chestnut Street, parcel # 050-546-000-026-00, to rezone the parcel from R-1 Single Family to I-1 Light Industrial District; and

WHEREAS, the Planning Commission published and mailed notices for the request, held a public hearing on the request, and deliberated on the request; and

WHEREAS, the Planning Commission found that the proposed rezoning meets the intent and criteria for a zoning amendment as it relates to the master plan and the zoning ordinance; and

WHEREAS, the Planning Commission recommends the rezoning of said parcel to reduce spot zoning and create an area with effective zoning for potential development and economic growth; and

WHEREAS, the City staff and Planning Commission recommend, without reservations or conditions, the rezoning of the following parcel:

Parcel Address	Parcel Number	Current Zoning	Proposed Zoning
701 S Chestnut St	050-546-000-026-00	R-1 Single Family	I-1 Light Industrial

and

WHEREAS, the City Council held a public hearing on the request February 22, 2022, heard all interested persons, and deliberated on the request; and

WHEREAS, the City Council finds that the proposed rezoning meets the intent and criteria for a zoning map amendment as it relates to the master plan and the zoning ordinance.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, reflects the following changes, to be noted on the official map and filed with the city clerk:

Parcel Address	Parcel Number	Current Zoning	Proposed Zoning
701 S Chestnut St	050-546-000-026-00	R-1 Single Family	I-1 Light Industrial

SECTION 2. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective March 15, 2022.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Haber, Pidek, Mayor Pro-Tem Osika, Councilmembers Fear, Teich, Law, and Mayor Eveleth.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Eveleth applauded the City Manager and City staff for their handling of the ice jam at Curwood Castle Park. He said he was reassured by all the efforts made to utilize every resource available to help mitigate the situation.

CONSENT AGENDA

Councilmember Pidek asked for an update on the Washington Park development. City Manager Henne indicated the project has been put on pause due to supply chain issues and substantial increases in building costs. Despite these difficulties the developer has indicated they intend to follow through with the project at some point in the future. In an effort to ensure the City is prepared to move forward with the project when the time is right, staff is recommending completion of all engineering work related to the installation of new utilities for the development, including a sanitary sewage lift station. Construction of said utilities would not begin until the City is in receipt of a letter of commitment from a bank indicating the developer has the funds necessary to undertake the project and a Brownfield Plan has been implemented to reimburse the City for engineering costs on the project.

Mayor Pro-Tem Osika asked why a change was being proposed to the age of minors subject to curfew. Public Safety Director Kevin D. Lenkart noted that there was a change in the state law as to the official age of minors and the change was meant to bring the Code into compliance with the amended state law.

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

First Reading and Set Public Hearing - Ordinance Amendment – Curfews for Minors. Conduct first reading and set a public hearing for Monday, March 7, 2022 at 7:30 p.m. to receive citizen comment regarding the proposed revision of Article V, Offenses Against Public Peace, Sec. 89(b), *Curfews for minors*, to Chapter 19, Offenses, changing the age of minors subject to curfew as follows:

RESOLUTION NO. 27-2022

AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING FOR THE PROPOSED AMENDMENT TO CHAPTER 19, OFFENSES, ARTICLE V, OFFENSES AGAINST PUBLIC PEACE, SEC. 19-89(b) CURFEWS FOR MINORS, OF THE CODE OF ORDINANCES TO AMEND THE AGE OF MINORS SUBJECT TO CURFEW

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a curfew ordinance that no longer complies with state statute; and

WHEREAS, it is necessary to amend the ordinance to change the age of minors subject to curfew; and

WHEREAS, it is the long-standing practice of the City Council to hold a public hearing to receive citizen comment regarding any and all proposed ordinance amendments.

NOW THEREFORE BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS THAT:

SECTION 1. AMENDMENT. That Chapter 19, Offenses, Article V, *Offenses Against Public Peace*, Section 19-89 (b), Curfews for Minors, of the Code of Ordinances of the City of Owosso be amended as follows:

~~No minor, sixteen (16) year of age or under,~~ **No person under the age of eighteen (18)** shall loiter, idle or congregate on any public area, street, highway, alley or park between the hours of 12:00 midnight and 6:00 a.m. immediately following, except where the minor is accompanied by a parent or guardian, or an adult delegated by the parent or guardian to accompany the minor, or where the minor is upon an errand or other legitimate business directed by his parent or guardian.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, March 7, 2022 at 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed revision to the Code of Ordinances.

SECTION 3. AVAILABILITY. This ordinance may be viewed on the City's website www.ci.owosso.mi.us or purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 4. EFFECTIVE DATE: This amendment shall become effective twenty days after passage.

Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Nathan Henne	Mid-Shiawassee County Wastewater Treatment Plant Review Board Alternate	N/A
Lona Oliver	Shiawassee District Library Board	06/30/2024

Contract Amendment – WTP High Service Pump #1. Authorize amendment to PO #43515 for additional parts and services by Kennedy Industries to rehabilitate high service pump #1 at the Water Treatment Plant in the amount of \$5,765.00, and further authorize payment to the vendor upon satisfactory reinstallation of the pump as follows:

RESOLUTION NO. 28-2022

RESOLUTION AUTHORIZING ADDITIONAL PARTS & SERVICES FOR REHABILITATION OF HIGH SERVICE PUMP #1 FOR THE WATER TREATMENT PLANT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, authorized a Purchase Order with Kennedy Industries for the removal, inspection, rehabilitation, and reinstallation of high service pump #1 at the Water Treatment Plant on November 15, 2021; and

WHEREAS, Kennedy Industries has removed and inspected pump #1 and found further condition issues not included in its original quote, thus requiring additional repair.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to increase Purchase Order No. 43515 by \$5,855.00 for additional parts

and services necessary to complete the rehabilitation of said pump.

SECOND: City Purchase Order No. 43515 shall be increased to \$20,645.00.

THIRD: The above expenses, including the additional parts and service, shall be paid from the Water Fund Account No. 591-901-977.000.

***Bid Award - Chip Seal – Contract No. 1.** Approve bid award to Highway Maintenance and Construction Company for the 2022 Chip Seal Program – Contract No. 1 in the amount of \$72,049.00, plus a contingency of \$13,000.00, and further approve payment to the contractor up to the contract amount plus the contingency, upon written permission as follows:

RESOLUTION NO. 29-2022

AUTHORIZING THE EXECUTION OF A CONTRACT WITH HIGHWAY MAINTENANCE AND CONSTRUCTION COMPANY FOR THE 2022 CHIP SEAL PROJECT – CONTRACT NO. 1

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to perform surface improvements along portions of selected streets as part of 2022 Chip Seal Project – Contract No. 1; and

WHEREAS, the City has sufficient funds in its local street maintenance funds to facilitate undertaking of the project; and

WHEREAS, the City of Owosso sought bids for the 2022 Chip Seal Project – Contract No. 1, and a bid was received from Highway Maintenance and Construction Company and it is hereby determined that Highway Maintenance and Construction Company is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Highway Maintenance and Construction Company for the 2022 Chip Seal Project – Contract No. 1.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, contract for services between the City of Owosso, Michigan and Highway Maintenance and Construction Company, in the amount of \$72,049.00.

THIRD: The accounts payable department is authorized to pay Highway Maintenance and Construction Company for work satisfactorily completed on the project up to the Contract amount of \$72,049.00, plus a contingency in the amount of \$13,000.00 for additional work with prior written authorization, for a total of \$85,049.00.

FOURTH: The above expenses shall be paid from the FY22-23 local street maintenance account no. 203-463-818.000.

Bid Award – Water Meter Pit Parts. Approve bid award to Ferguson Enterprises, LLC dba Ferguson Waterworks for Water Meter Pit Parts in the amount of \$45,525.00 and further approve payment to the contractor according to unit prices upon satisfactory receipt of said parts as follows:

RESOLUTION NO. 30-2022

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER WITH
FERGUSON ENTERPRISES, LLC DBA FERGUSON WATERWORKS
FOR WATER METER PIT PARTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace noncompliant water service lines; and

WHEREAS, water meter pits will be required to be replaced as part of replacing noncompliant water service lines, and additional meter pit parts are needed to complete this work; and

WHEREAS, the City has sufficient funds to purchase said parts from its water funds; and

WHEREAS, the City of Owosso sought bids for the Meter Pit Parts, and a bid was received from Ferguson Enterprises, LLC dba Ferguson Waterworks and it is hereby determined Ferguson Waterworks is qualified to provide said parts and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase water meter pit parts from Ferguson Enterprises, LLC dba Ferguson Waterworks for the replacement of noncompliant water service lines.

SECOND: The contract between the City of Owosso and Ferguson Enterprises, LLC dba Ferguson Waterworks shall be in the form of a Purchase Order in an amount not to exceed \$45,525.00.

THIRD: The accounts payable department is authorized to pay Ferguson Enterprises, LLC dba Ferguson Waterworks according to unit prices for materials supplied up to the purchase order amount of \$45,525.00.

FOURTH: The above expenses shall be paid from the account no. 591-000-160.000.

***Professional Services Agreement – 2023 North Street Rehabilitation Project Engineering.** Approve professional services agreement with Eng., Inc. to provide engineering and construction administration services for the 2023 North Street Rehabilitation Project (from Shiawassee Street to Hickory Street) in an amount not to exceed \$142,562.50 and authorize payment up to the contract amount upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 31-2022

**AUTHORIZING THE EXECUTION OF
PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH
ENG., INC.
FOR THE 2023 NORTH STREET PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary rehabilitation of North Street, from Shiawassee Street (M-52) to Hickory Street, as outlined within its RFP for professional engineering services; and

WHEREAS, the City of Owosso has received notification from the Michigan Department of Transportation (MDOT) of an award of Federal Small Urban Program Grant funding for said project; and

WHEREAS, this project requires the services of a professional engineering firm for compliance with MDOT program funding; and

WHEREAS, the City sought proposals from its Qualification Based Selection (QBS) list of firms to perform such work; and

WHEREAS, ENG., Inc. is selected as the most qualified firm to perform said design assistance and construction administration services, in an amount not to exceed \$142,562.50.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to employ the firm of ENG., Inc. to provide professional engineering services for the 2023 North Street Project.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the necessary documents as an Agreement for Professional Engineering Services between the City of Owosso, Michigan and ENG., Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$142,562.50 to ENG., Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Major Street Funds Acct No. 202-451-818.000-NORTHSTR23 (\$86,892.50), Water Main & Hydrants Account No. 591-901-972.000-NORTHSTR23 (\$55,670.00), and other funds as appropriated.

***Professional Services Agreement - Washington Park Smart Homes Lift Station Project**

Engineering. Approve professional services agreement with Tetra Tech for engineering and construction administration services for the Washington Park Smart Homes Lift Station Project in the amount of \$57,500.00, and authorize payment to the engineer upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 32-2022

**AUTHORIZING THE EXECUTION OF AN AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES WITH
TETRA TECH
FOR THE WASHINGTON PARK SMART HOMES LIFT STATION PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering professional engineering services for the Washington Park Smart Homes Lift Station Project, as outlined within its RFP for professional engineering design and construction administration services; and

WHEREAS, the City sought and received four proposals from its Qualification Based Selection (QBS) list of firms to perform such work; and

WHEREAS, Tetra Tech is selected as the most qualified firm to perform said professional design and construction administration services, in the amount of not to exceed \$57,500.00.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to employ Tetra Tech to provide professional engineering services for the Washington Park Smart Homes Lift Station Project.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially attached as Exhibit A an Agreement for Professional Engineering Services between the City of Owosso, Michigan and Tetra Tech.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$57,500.00 to Tetra Tech upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Sewer Fund Account No. 590-549-818.000-WASHPARK21, and other funds as appropriated.

***Purchase Authorization – Police In-Car & Body Cameras.** Approve sole source purchase from Axon Enterprise, Inc. for the purchase of 4 In-Car and 18 Body Worn cameras in the amount of \$108,913.33, and authorize payment to the vendor over the course of five years as provided in the contract as follows:

RESOLUTION NO. 33-2022

AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF BODY WORN CAMERAS AND IN-CAR CAMERAS WITH AXON ENTERPRISE, INC.

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a police department requiring the use of Body Worn Cameras (BWC) and in-car cameras; and

WHEREAS, BWC's and in-car cameras used by officers are essential pieces of equipment; and

WHEREAS, Axon Enterprise, Inc. is the sole source provider of BWC and in-car cameras; and

WHEREAS, Staff recommends awarding a contract to Axon Enterprise, Inc. for the purchase of eighteen (18) BWC's and four (4) in-car cameras for a total expenditure not to exceed \$ 108,913.93, payable over five (5) years.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase eighteen (18) BWC's and four (4) in-car cameras for a total expenditure not to exceed \$108,913.93, payable over five (5) years.
- SECOND: The money for this purchase was approved in the 2021-2022 budget.
- THIRD: The Mayor and City Clerk are instructed and authorized to sign the contract substantially in the form attached.
- FOURTH: The accounts payable department is authorized to pay Axon Enterprise, Inc. five annual payments in the following amounts:

2021-2022: \$44,368.99
2022-2023: \$16,136.25
2023-2024: \$16,136.23
2024-2025: \$16,136.23
2025-2026: \$16,136.23

FIFTH: The above expenses will be paid from Account No. 401.000.980.000.

Warrant No. 613. Authorized Warrant No. 613 as follows:

Vendor	Description	Fund	Amount
Gould Law, P.C.	Professional services 1/11/22-2/14/22	Various	\$11,363.56
Michigan Municipal League Workers' Compensation Fund	Workers' compensation contributions- 4th of 4 installments for FY 21/22	Various	\$26,264.00

Motion supported by Councilmember Pidek.

Roll Call Vote.

AYES: Councilmember Law, Mayor Pro-Tem Osika, Councilmembers Haber, Teich, Fear, Pidek, and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

Recreation Passport Grant Withdrawal – Grove Holman Building Renovation Project

City Manager Henne expressed his reluctance to give back awarded grant funding, but the Parks & Recreation Commission is requesting the Recreation Passport Grant for renovation of the building at Grove Holman Park be returned to the DNR. Unfortunately, the bids came in over twice the estimated cost and there are simply not enough funds to make up the difference. As a result, staff is recommending withdrawal from the grant.

Mr. Henne went on to note that he feels the best use for the building at this point would be storage. He said at some point he would like to see a pavilion constructed on the property to facilitate use of the park's resources.

Motion by Councilmember Pidek to withdraw from DNR Recreation Passport Grant #RP20-0039 intended to fund renovation of the vacant building at Grove Holman Park due to unforeseen bid pricing:

RESOLUTION NO. 34-2022

RESOLUTION AUTHORIZING WITHDRAWAL FROM THE DNR RECREATION PASSPORT GRANT FOR THE GROVE HOLMAN BUILDING RENOVATION PROJECT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Parks and Recreation Commission desiring to renovate the Grove Holman Building into a warming center; and

WHEREAS, a DNR Recreation Passport Grant in the amount of \$150,000 was applied for and awarded to assist with project costs; and

WHEREAS, the City of Owosso requested and received bids for this project exceeding the project budget of \$200,000 due to the rising cost of building materials; and

WHEREAS, the City of Owosso desires to withdraw from the DNR Recreation Passport Grant.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to withdraw from DNR Recreation Passport Grant #RP20-0059 for the Grove Holman Building Renovation Project.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Haber, Law, Mayor Pro-Tem Osika, Councilmembers Teich, Fear, Pidek, and Mayor Eveleth.

NAYS: None.

COMMUNICATIONS

Tanya Buckelew, Planning & Building Director. January 2022 Building Department Report.
Tanya Buckelew, Planning & Building Director. January 2022 Code Violations Report.
Tanya Buckelew, Planning & Building Director. January 2022 Inspections Report.
Tanya Buckelew, Planning & Building Director. January 2022 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. January 2022 Police Report.
Kevin D. Lenkart, Public Safety Director. January 2022 Fire/EMS Report.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Pro-Tem Osika introduced newly appointed Shiawassee District Library Board member Lona Oliver. She also noted that Library Director Kim White was present as well. Ms. White updated the Council on the status of the Library Board saying that they had one more vacancy on the Board but they have a candidate lined up to take the position when they return to the state in the spring.

Councilmember Pidek asked about the status of the last strategic planning session. City Manager Henne indicated he had planned to contact facilitator Patrice Martin this week to schedule the final session.

NEXT MEETING

Monday, March 07, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2024
Downtown Historic District Commission – term expires June 30, 2022
Owosso Historical Commission – 2 terms expire December 31, 2023
Planning Commission – term expires June 30, 2022
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 7:48 p.m.

Motion supported by Mayor Pro-Tem Osika and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.

***PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING
CAN ONLY BE VIEWED VIRTUALLY***

The Owosso City Council will conduct an in-person meeting on March 7, 2022. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, March 7, 2022
at 7:30 p.m.**

The public joining the meeting via Zoom CANNOT participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/88431740452?pwd=c09hMS9qaWNYc3FWYzE1SnhnQ2Zwdz09>
- **Meeting ID:** 884 3174 0452
- **Password:** 296235
- **One tap mobile**
+16465588656,,88431740452#,,,,*296235# US (New York)
+13017158592,,88431740452#,,,,*296235# US (Washington DC)
- **Dial by your location**
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
- **For video instructions visit:**
 - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
 - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
 - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on March 7, 2022 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.



OWOSSO PUBLIC SAFETY

202 S. WATER ST. • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX (989)725-0528

MEMORANDUM

DATE: February 15, 2022

TO: Owosso City Council

FROM: Kevin Lenkart
Public Safety Chief

RE: Amend Curfew Ordinance Sec 19-89(b)

Recommendation:

Recommend Owosso City Council approve the attached resolution setting a public hearing for Monday, March 7, 2022 at 7:30 p.m. to receive citizen comment regarding the changes to City Ordinance 19-89 (b).

Background:

Currently the City of Owosso Code of Ordinances Chapter 19, Offenses, Article V, *Offenses Against Public Peace*, Section 19-89 (b) Curfews for Minors lists the age of minors to be sixteen (16) years or under. Michigan law has changed and juveniles are now under the age of eighteen (18). The adoption of this revised ordinance will bring the ordinance into compliance with state law and allow Owosso Public Safety staff to enforce the ordinance.

ORDINANCE NO.

**AMENDING CHAPTER 19, OFFENSES, ARTICLE V, *OFFENSES AGAINST PUBLIC PEACE*, SEC. 19-89(b) CURFEWS FOR MINORS,
OF THE CODE OF ORDINANCES TO AMEND THE AGE OF MINORS SUBJECT TO CURFEW**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a curfew ordinance that no longer complies with state statute; and

WHEREAS, it is necessary to amend the ordinance to change the age of minors subject to curfew; and

WHEREAS, the City Council held a public hearing to receive citizen comment March 7, 2022, [heard all interested persons](#), and deliberated on the request.

NOW THEREFORE BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS THAT:

SECTION 1. AMENDMENT. That Chapter 19, Offenses, Article V, *Offenses Against Public Peace*, Section 19-89 (b), Curfews for Minors, of the Code of Ordinances of the City of Owosso be amended as follows:

~~No minor, sixteen (16) year of age or under,~~ **No person under the age of eighteen (18)** shall loiter, idle or congregate on any public area, street, highway, alley or park between the hours of 12:00 midnight and 6:00 a.m. immediately following, except where the minor is accompanied by a parent or guardian, or an adult delegated by the parent or guardian to accompany the minor, or where the minor is upon an errand or other legitimate business directed by his parent or guardian.

SECTION 2. AVAILABILITY. This ordinance may be viewed on the City's website www.ci.owosso.mi.us or purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 3. EFFECTIVE DATE: This amendment shall become effective March 27, 2022.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: February 23, 2022
TO: City Council
FROM: Tanya Buckelew, Planning & Building Director
SUBJECT: Proposed Mobile Food Vending Ordinance

RECOMMENDATION:

City Staff, the OMS/DDA, the Parks & Recreation Commission and the Planning Commission support the Mobile Food Vending Ordinance as drafted and recommend the City Council proceed forward with the public hearing and adoption.

BACKGROUND:

Currently, the City of Owosso does not have an ordinance that regulates Mobile Food Vending (aka Food Trucks). In recent months, an interest has been expressed to pursue adoption of such an ordinance. This ordinance would allow these establishments in the downtown business area, including city parking lots, and allow food trucks in city parks.

Areas of mention:

1. This is being presented as a stand-alone ordinance and not a part of the City's Zoning Ordinance as this predominantly applies to public property.
2. Department heads and City Attorney reviews were completed. All are in support of the ordinance.
3. Planning Commission is in support of the ordinance.
4. OMS/DDA supports this ordinance (see enclosed memorandum and resolution).
5. Parks and Recreation Commission supports this ordinance (see enclosed minutes from their January 26, 2022 meeting).
6. Permits are required (see enclosed application).
7. Permits will be issued for 6 month intervals (May through October and November through April). As we will most likely see the majority of food trucks here during the summer months, we added the winter months for those that would be present year round. Example: private property lots in the downtown area where a food truck court could exist year round. (On a side note, year round on private property lots would require further approvals such as site plan reviews and building/trades reviews and permits).
8. See enclosed Checklist and Map of the downtown parking lots where food trucks would be allowed and how many in each lot.
9. Festivals and events take precedence and the owner of the vending unit would need to obtain approval from the festival/event coordinator.

FISCAL IMPACTS:

There will be a small fiscal impact depending on how many units will be in town and the permit fees collected.

RESOLUTION NO.

AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING FOR THE PROPOSED ADDITION OF CHAPTER 16.8, MOBILE FOOD VENDING, TO THE CODE OF ORDINANCES TO ESTABLISH REGULATIONS GOVERNING MOBILE FOOD VENDORS

WHEREAS, the City of Owosso, Shiawassee County, Michigan currently does not regulate the operation of mobile food vendors (food trucks), nor does it allow the operation of said vendors on public property; and

WHEREAS, interest in mobile food vendors has grown in the past few years, providing a vibrant food scene for residents and attracting entrepreneurs to the community; and

WHEREAS, in response to this interest the City has developed an ordinance to govern the conduct of mobile food vendors, allow their operation on public property, and protect the City's existing brick and mortar restaurants; and

WHEREAS, the proposed ordinance has been vetted by, and received the support of, the DDA/OMS Board, the Parks & Recreation Commission, the Planning Commission, and City staff; and

WHEREAS, it is the long-standing practice of the City Council to hold a public hearing to receive citizen comment regarding any and all proposed ordinance amendments or additions.

NOW THEREFORE BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS THAT:

SECTION 1. ADDITION. That Chapter 16.8, Mobile Food Vending, shall be added to the Code of Ordinances of the City of Owosso as follows:

CHAPTER 16.8, MOBILE FOOD VENDING

Article I. - In General

Sec. 16.8-1. - Purpose.

This chapter is established to enable mobile food vending on public and private property. This chapter is enacted on the basis that mobile food vending can add to the vibrancy and desirability of Owosso. This chapter also provides a framework under which vendors are required to operate mobile food vending units.

Sec. 16.8-2. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Mobile Food Vending shall mean vending, serving, or offering for sale food and/or beverages from a Mobile Food Vending Unit which meets the definition of a Food Service Establishment under Public Act 92 of 2000. Vending may include the ancillary sales of non-food paraphernalia related to the Mobile Food Vending Unit.

Mobile Food Vending Unit shall mean any readily movable motorized wheeled vehicle or non-motorized towed vehicle designed and equipped to prepare, serve, and sell food and/or beverages.

Operate shall mean all activities associated with the conduct of business, including set up and take down and/or actual hours where the Mobile Food Vending Unit is open for business.

Vendor shall mean any individual engaged in Mobile Food Vending; if more than one individual is operating a single Mobile Food Vending Unit, then Vendor shall mean all individuals operating such a single Mobile Food Vending Unit.

Sec. 16.8-3. - Permit required.

- a) No vendor shall engage in Mobile Food Vending without a permit from the building department authorizing such vending. The building department shall prescribe the form of such permits and the application for such permit. All permits shall be predominantly displayed on the mobile food vending unit. No vending through a Mobile Food Vending Unit of food and/or other human consumables shall be permitted unless it meets the definition of Mobile Food Vending as defined by this ordinance.
- b) Permits may be issued by the building department for Six (6) month intervals being May through October and November through April. Any permit issued under this Chapter is non-transferable.
- c) Every vendor desiring to engage in Mobile Food Vending shall make a written application to the building department for a permit under this Chapter. The applicant shall truthfully state, in full, all information requested by the building department and shall provide all documentation, such as proof of insurance, as required by the city.
- d) An application for a permit under this Chapter shall be accompanied by a fee in the amount established by resolution of the City Council. There shall be no proration of fees. Fees are nonrefundable once a permit has been issued by the building department. No fee shall be charged to any honorably discharged veteran of the United State Military who is a resident of the State of Michigan and submits official documentation evidencing such to the building department. If operating on non-city property, no fee shall be charged to a business which is on the city's tax rolls whose normal business includes the sale of food and/or beverages. No one shall hire or subcontract such vendors in an attempt to evade the provisions of this Chapter.
- e) A permit obtained under this Chapter shall not relieve any vendor of the responsibility for obtaining any other permit, or authorization required by any other ordinance, statute or administrative rule.

Article II. - Requirements

Sec. 16.8-4. - Private property.

Mobile Food Vending may be permitted on private property only in the following districts as indicated on the City of Owosso Zoning Map: B-1 Local Business, B-2 Planned Shopping Center, B-3 Central Business, B-4 General Business, OS-1 Office Service, and P-1 Vehicular Parking. Written permission from the property owner must be provided at the time of application.

Sec. 16.8-5. - Public property.

- a) Mobile Food Vending may be permitted within Owosso City Parks during the hours of 5:00 a.m. and 11:00 p.m.
- b) Mobile Food Vending may be permitted within parking lots or spaces owned or controlled by the City of Owosso.
 - 1) Any Mobile Food Vending Unit with a valid permit may park in a city owned or controlled parking lot or space for the duration authorized by the permit.
 - 2) Mobile Food Vending Units shall not be restricted to the hours where parking would otherwise be allowed in the particular parking lot or space.
 - 3) Mobile Food Vending Units shall be prohibited from city owned or controlled parking areas where parking is prohibited altogether.

- c) Any Mobile Food Vending Unit located on a public street, including on-street parking areas, shall be required to obtain a Traffic Control Order and City Council authorization

Sec. 16.8-6. - General requirements for private and public property.

- a) Provide appropriate waste receptacles at the site of the unit and remove all litter, debris and other waste attributed to the vendor on a daily basis.
- b) No use of any flashing or blinking lights or strobe lights; all exterior lights over 60 watts shall contain opaque, hood shields or direct the illumination downward.
- c) No use of loud music, amplification devices or “crying out” or any other audible methods to gain attention which causes a disruption or safety hazard as determined by the City.
- d) Comply with the city’s Noise Ordinance, Sign Ordinance and all other City ordinances.
- e) Comply with all applicable federal, state and county regulations
- f) May have one portable sign that shall not exceed an overall height of four (4) feet and a maximum square footage of eight (8) feet per side, located within five feet of the unit; and under no circumstances shall such sign be placed upon the sidewalk or impede pedestrian and/or vehicle safety.
- g) A mobile food vendor may only operate between the hours of 7 a.m. and 2 a.m. Other restrictions regarding hours of operation may be established by resolution of the City Council.
- h) Any Mobile Food Vending Unit not in operation between the hours of 2 a.m. and 7 a.m. shall be removed from public property.
- i) No Mobile Food Vending Unit may be left unattended for more than 2 hours on public property.
- j) Vendors shall not utilize any electricity or power without the prior written authorization of the power customer; no power cable or similar device shall be extended at or across any city street, alley, or sidewalk except in a safe manner.

Article III. - Enforcement and Penalties

Sec. 16.8-7. - Permit revocation and appeals.

- a) The building department shall revoke the permit of any vendor engaged in Mobile Food Vending who ceases to meet any requirement of this Chapter or violates any other federal, state or local regulation, makes a false statement on their application, or conducts activity in a manner that is averse to the protection of the public health, safety and welfare.
- b) Immediately upon such revocation, the building department shall provide written notice to the permit holder by certified mail to their place of business or residence as indicated on the application. Immediately upon such revocation, the permit shall become null and void.
- c) If a permit is revoked by the building department, the holder of a permit may appeal to and have a hearing before the City Council.
- d) The City Council may confirm such suspension or revoke or reinstate any such license. The action taken by the City Council shall be final. Upon suspension or revocation of any license or permit, the fee therefor shall not be refunded.

Sec. 16.8-9. - Civil infractions.

A vendor who violates this Chapter is responsible for a civil infraction and subject to a fine of \$500 per day.

Sec. 16.8-10. - Impoundment from public property.

Any equipment associated with Mobile Food Vending on public property that is found to not be in compliance with this Chapter may be impounded at the owner of the equipment's expense.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, March 21, 2022 at 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed addition to the Code of Ordinances.

SECTION 3. AVAILABILITY. This ordinance may be viewed on the City's website www.ci.owosso.mi.us or purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 4. EFFECTIVE DATE: This ordinance shall become effective twenty days after passage.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: February 2, 2021
TO: City Council
FROM: Beth Kuiper, DDA Executive Director
SUBJECT: City of Owosso – Mobile Food Service Ordinance

RECOMMENDATION:

The OMS/DDA supports the Mobile Food Service Ordinance as drafted by the City of Owosso, Shiawassee County, Michigan, established under Public Act 92 of 2000.

BACKGROUND:

On January 5, 2022, the OMS/DDA Board was presented with a Mobile Food Service Ordinance to support local, established businesses while creating rules and regulations for incoming food service vehicles. OMS/DDA Board members recommended that a special meeting be held to further discuss implications this may bring to the local, downtown economy.

On January 7, 2022, a special meeting was held at Owosso Books and Beans. The public meeting did not meet quorum, however a representative from City Hall and a local restaurant owner provided insight for revisions for the draft.

On February 9, 2022, the OMS/DDA Board unanimously approved support for the Mobile Food Service Ordinance

FISCAL IMPACTS:

None.

Document originated by: Elizabeth Kuiper, OMS/DDA Executive Director.

Attachments: (1) Resolution

RESOLUTION NO.

AUTHORIZE THE CITY OF OWOSSO MOBILE FOOD SERVICE ORDINANCE

WHEREAS, the City of Owosso, Shiawassee County, Michigan, drafted a Mobile Food Service Ordinance established under Public Act 92 of 2000; and

WHEREAS, the Owosso Main Street/Downtown Development Authority supports the Mobile Food Service Ordinance as a means to support downtown businesses while creating a proactive approach to mobile food vendors; and

NOW THEREFORE BE IT RESOLVED by the Owosso Main Street/Downtown Development Authority and the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The Owosso Main Street/Downtown Development Authority and the City of Owosso has heretofore determined that it is in the public interest to support the Mobile Food Service Ordinance.

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**

WEDNESDAY, January 26, 2022
7:00 p.m.
City Hall, Council Chambers

CALL TO ORDER: Chairman Workman called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioners Carol Anne

MEMBERS ABSENT: Smith, Gerald Bila, Kevin Maginity, and Ellen Rodman

OTHERS PRESENT: None
Mayor Eveleth, Amy Fuller

APPROVAL OF AGENDA: **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR JANUARY 26, 2022. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.**

APPROVAL OF MINUTES: **COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE MINUTES FOR DECEMBER 8, 2021 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER BILA. AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS: None.

COMMUNICATIONS: Ms. Fuller shared information from the City Clerk regarding the Open Meetings Act and provided an update on disc golf signage.

NEW BUSINESS:

Grove Holman Building and Grant: Bid results were discussed, the low bid for the building renovation was \$434,000, while the total project budget was \$200,000. Ms. Fuller explained she spoke with the DNR and the city would not be penalized on future grant applications if they do not proceed with this project. **COMMISSIONER BILA MADE A MOTION TO TABLE THE PROJECT AND WITHDRAW FROM THE DNR PASSPORT GRANT. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES, ALL, MOTION CARRIED.**

Kiwanis Donation/Match: The Kiwanis Club has offered to make a \$3,000 donation for the purchase of a slide to be installed at Collamer Park. The Commission discussed using millage funds as match to purchase a \$6,000 slide. The Commission also discussed potentially purchasing a climbing boulder. **COMMISSIONER SMITH MADE A MOTION TO USE \$3,000 IN MILLAGE FUNDS TO MATCH THE KIWANIS DONATION AND PURCHASE A SLIDE. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES, SMITH, WORKMAN, AND RODMAN. NAYS: MAGINITY. ABSTAINING: BILA AND SELBIG. MOTION FAILED.**

Food Trucks: A draft ordinance for food trucks was presented. **COMMISSIONER MAGINITY MADE A MOTION TO SUPPORT MOVING FORWARD WITH THE ORDINANCE AND TO RECOMMEND REMOVING THE STATEMENT IN SECTION 5(A) REQUIRING THE COMMISSION APPROVE PERMITS AND ENABLE THE BUILDING DEPARTMENT TO DO SO. MOTION SUPPORTED BY COMMISSIONER SELBIG. AYES, ALL. MOTION CARRIED.**

Annual Report: Ms. Fuller presented a draft annual report to the commission. Commissioner Selbig suggested adding a climbing boulder to the Collamer Park project listing. The commission discussed posting the report on the city's website, sharing via press release, and social media. **COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE ANNUAL REPORT WITH EDITS. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES, ALL. MOTION CARRIED.**

Next Meeting: February 23, 2022 at 7:00 PM in Council Chambers at City Hall

PUBLIC/COMMISSIONERS COMMENTS:

Commissioner Selbig requested staff look into the crack in the concrete at the splash pad

Mayor Eveleth thanked the commission for all of their work.

Commissioner Maginity requested the commission discuss possible locations for the ice rink at the next meeting

Commissioner Selbig requested the climbing boulder be added to the next agenda.

ADJOURNMENT:
COMMISSIONER MAGINITY MADE A MOTION TO ADJOURN AT 8:19 P.M. MOTION SUPPORTED BY COMMISSIONER SELBIG. AYES ALL, MOTION CARRIED.

Respectfully submitted by:
Amy Fuller, Assistant to the City Manager



City of Owosso
301 W Main Street
Owosso, MI 48867

989-725-0535

If you are applying for a festival/event being held in the City of Owosso, you MUST contact that festival/event coordinator.

**APPLICATION &
CHECKLIST FOR
MOBILE FOOD
VENDING LICENSES**

1. Business Name:		
Name of Food Truck:		
Address:		
Name of Individual Representing Business:		
Cell Phone:		Email:
2. Is your business a licensed food service establishment based in the City of Owosso?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. Will you be vending on city property?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<i>If yes, please attach a certificate of general liability insurance for \$1 million per occurrence, with the City of Owosso named as certificate holder, along with an endorsement to the policy naming the City of Owosso as additional insured.</i>		
4. Make/Model/Year of vending unit:	VIN:	
5. Do you have a fryer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6. Do you have a grill?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7. Do you have a griddle?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
8. Do you have a broiler?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
9. Do you have a grease interceptor?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
10. How will you be disposing of grey water/untreated waste/grease laden waste?		
11. Will you be using cooking fuel?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<i>If yes, please complete the following:</i>		
What type of cooking fuel are you using?		
Where, on the unit, will the cooking fuel be located?		
How much cooking fuel will be located on the unit?		
12. Do you have an exhaust hood?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<i>If yes, please complete the following:</i>		
Who installed the hood?		
What is the address of the installer?		
What is the code/standard/year used in design of the hood?		
What is the mechanical license number?		
Date of last inspection on the exhaust hood system:		
13. Do you have a suppression system?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

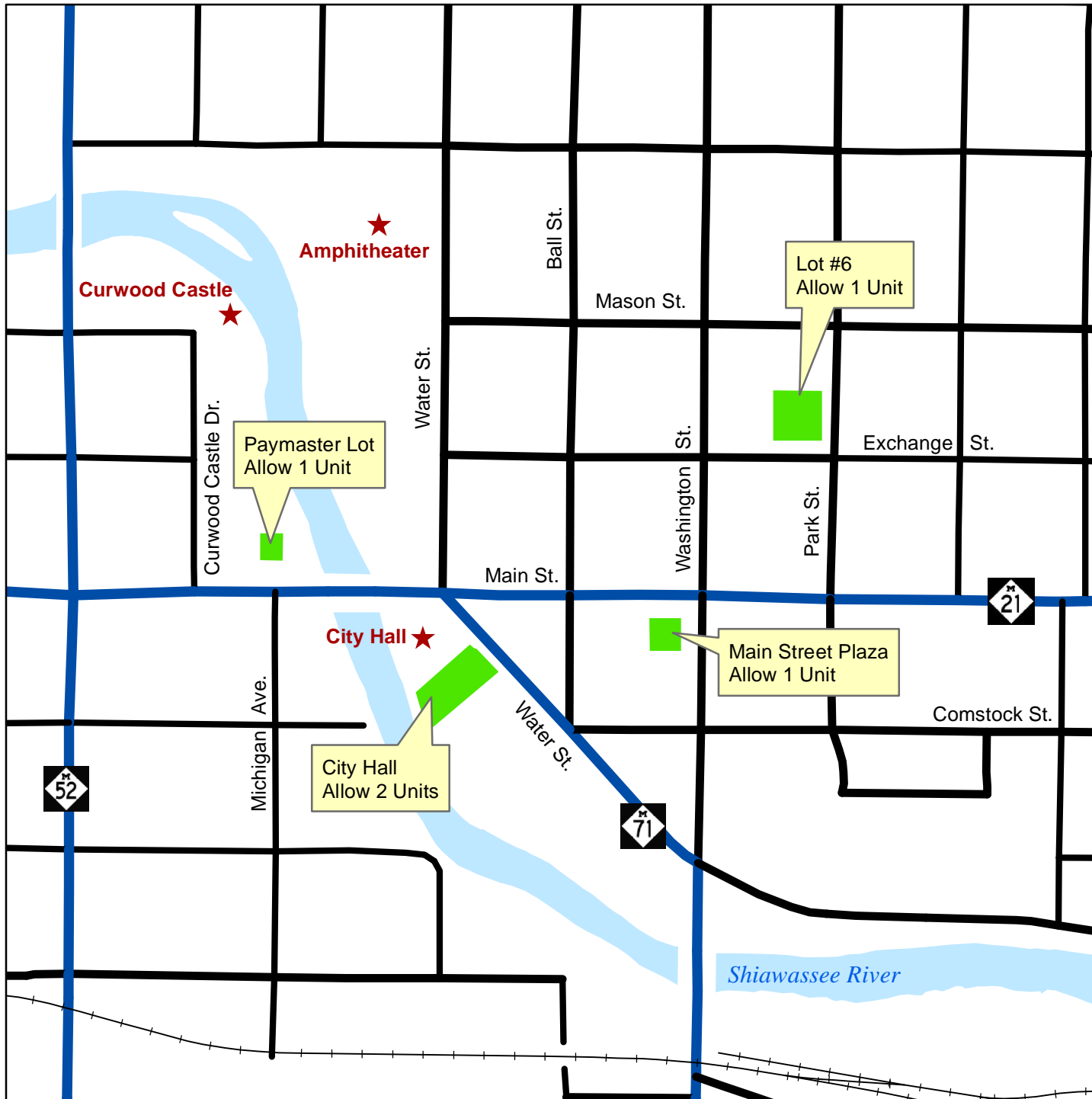
<i>If yes, please complete the following:</i>		
Who installed the suppression system?		
What is the address of the installer?		
What is the code/standard/year used in design of the hood?		
What is the mechanical license number?		
Date of last inspection on the suppression system:		
14. Do you have fuel piping?		<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If yes, please complete the following:</i>		
What code/standard/year used in fuel piping?		
Who installed the fuel piping?		
What is the mechanical license number of the fuel piping installer?		
15. Please attach the following:		
• Fees	• Michigan Sales Tax License	• Copy of Special Transfer Food Unit (MDARD)
• Photo of Unit	• Copy of State issued photo ID for all employees working at the unit	• Copy of the most recent 3 rd party fire suppression inspection (if applicable)
• Copy of license from Shiawassee County Health Department		
16. Fee Schedule (non-refundable AND permits are valid for six (6) months)		
Location	May – October Fee	November – April Fee
• City-controlled property	\$300	\$200
• Non-city property	\$150	\$100
• Year-round city food service establishments on city-controlled property	\$250/year	
• Year-round city food service establishments not on city-controlled property	\$0/year	
17. Allow up to 10 days for City review		
18. Have you ever had any licenses required by this City or any other State or Municipal authority revoked, suspended, or denied within three (3) years immediately prior to the date of this application? YES/NO		
<i>If yes, state the circumstances of any such revocation, suspension or denial:</i>		
I, the Applicant, acknowledge that all of the above information is true and correct to the best of my knowledge.		
I have read and agree to comply with the rules and regulations stipulated by the City of Owosso for Mobile Food Vending of the Owosso Code of Ordinances.		
I agree to hold harmless the City of Owosso, its agents, employees and associates now and forever for any damages, injuries or loss, personal or property, which may result due to the business related activities on city property.		
I, as the proprietor of the mobile food vending truck/cart, take full responsibility for myself and my employees at said location.		

I understand it is my responsibility to make certain my business operations conform with all State and County Food Service codes and requirements.	
Signature of Applicant	
Printed Name	
Date	
19. FOR OFFICE USE ONLY	
Date received:	Amount paid:
Department review:	Comments/Signature:
<ul style="list-style-type: none"> • Police/Fire Chief 	
<ul style="list-style-type: none"> • DPW/Engineering 	
<ul style="list-style-type: none"> • Building Department 	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date license issued:	License #:
Approved by:	

CHECKLIST FOR MOBILE FOOD VENDING UNIT LICENSEE

(Keep this checklist for your records)

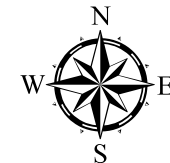
Festivals/events take precedence over public parking lots. You MUST contact the festival/event coordinator to participate.	
1. Prominently display your license on your unit.	
2. Allowed in commercially zoned districts on private property, City owned parks or City owned public parking lots (the following public parking lots are available): SEE MAP ON NEXT PAGE	
CITY HALL PARKING LOT ALLOW 2 UNITS	MAIN STREET PLAZA ALLOW 1 UNIT
PAYMASTER LOT ALLOW 1 UNIT	LOT #6 EXCHANGE/PARK STREET ALLOW 1 UNIT
3. Provide waste receptacles at the site of the unit and remove all litter/debris on a daily basis.	
4. Not allowed on a public street in a residentially or commercially zoned district unless prior approval has been obtained through a Traffic Control Order and City Council authorization.	
5. No flashing/blinking/strobe lights, all exterior lights over 60 watts shall contain opaque, hood shield or direct the illumination downward.	
6. No loud music, amplification devices or “crying out” which causes a disruption or safety hazard.	
7. Comply with the City’s Noise Ordinance, Sign Ordinance and all other City Ordinances.	
8. Comply with all applicable federal, state and county regulations.	
9. Allowed one (1) portable sign – height of four (4) feet and square footage of eight (8) feet per side, located within five feet of the unit; can’t be placed on sidewalk nor impede pedestrian and/or vehicle safety.	
10. A mobile food vendor may only operate between the hours of 7 a.m. and 2 a.m. IN CITY PARKS , the hours to operate are between 5 a.m. and 11 p.m.	
11. No Mobile Food Vending Unit may be left unattended for more than 2 hours on public property; and any Mobile Food Vending Unit not in operation shall be removed from public property between the hours of 2 a.m. and 7 a.m.	
12. Shall not utilize any electricity or power without the prior written authorization of the power customer. No power cable or similar device shall be extended at or across any city street, alley, or sidewalk except in a safe manner.	
13. The use of an inverter generator (reduction in noise level) is required in the DDA District.	



City of Owosso



Downtown Parking Lots for Mobile Food Vending Units



0 75 150 300 450 600 Feet



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 7, 2022

TO: Owosso City Council

FROM: Amy Fuller, Assistant to City Manager

SUBJECT: James S Miner Launch Base Project Contract Award

RECOMMENDATION:

Approval of the low responsive bid from Great Lakes Fusion (Durand, MI) for the James S Miner Launch Project base bid in the amount of \$29,437.75.

BACKGROUND:

On February 22, 2022, the city received bids for its James S Miner Launch Base Project. This work is necessary to construct a concrete stairway, concrete sidewalk, and place riprap along the bank of the Shiawassee River north of Heritage Footbridge. Other groups will be installing the launch itself and the aggregate landing area. Three contractor bids were received, with Great Lakes Fusion confirmed as the low responsible bidder.

The project shall commence on or about (not earlier than) August 1, 2022 and be completed on or about September 30, 2022.

FISCAL IMPACTS:

The project is funded by the FY22-23 Parks and Recreation Millage Fund Account No. 208-756-974.000-JMLAUNCH21, in the amount of \$29,437.75.

ATTACHMENTS: (1) Resolution, James S Miner Launch Project
(2) Bid Tabulation James S Miner Launch Project

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
GREAT LAKES FUSION, L.L.C. FOR
THE JAMES S MINER LAUNCH BASE PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to construct a canoe and kayak launch on the Shiawassee River north of Heritage Footbridge; and

WHEREAS, the city has sufficient funds in its Parks and Recreation Millage fund to facilitate undertaking of the project; and

WHEREAS, the city of Owosso sought bids for the James S Miner Launch Base Project, and a bid was received from Great Lakes Fusion L.L.C. and it is hereby determined that Great Lakes Fusion, L.L.C. is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Great Lakes Fusion, L.L.C. for the James S Miner Launch Project base bid.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially as attached as contract for services between the city of Owosso, Michigan and Great Lakes Fusion, L.L.C. in an amount not to exceed \$29,437.75.

THIRD: The accounts payable department is authorized to pay Great Lakes Fusion, L.L.C. for work satisfactorily completed on the project up to the contract amount of \$29,473.75.

FOURTH: The above expenses shall be paid from the FY22-23 Park and Recreation Millage Fund Account No. 208-756-974.000-JMLAUNCH21.

EXHIBIT A

Contract for Services Between

The City of Owosso

and

Great Lakes Fusion, L.L.C.

James S Miner Launch Project

March 2022

CONTRACT

THIS AGREEMENT is made on March ____, 2022 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and GREAT LAKES FUSION, L.L.C. ("contractor"), a Michigan company, whose address is 7505 East M-71, Suite A, Durand, Michigan 48429.

Based upon the mutual promises below, the contractor and the city agree as follows:

ARTICLE I - Scope of work

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "James S Miner Launch Project," in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- Bonds
- General conditions
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed Thirty-one thousand four hundred thirty-seven dollars and 75/100 (\$31,437.75). No additional work shall be performed unless a change order is issued by the city.

(B) The amount paid shall be equitably adjusted to cover changes in the work ordered by the city but not required by the contract documents where there is a written change order.

ARTICLE III – Assignment

This contract may not be assigned or subcontracted without the written consent of the city.

ARTICLE IV - Choice of law

This contract shall be construed, governed, and enforced in accordance with the laws of the state of Michigan. By executing this agreement, the contractor and the city agree to a venue in a court of appropriate jurisdiction sitting within Shiawassee County for purposes of any action arising under this contract.

Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.

ARTICLE V - Relationship of the parties

The parties of the contract agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the city. Nothing contained in this contract shall be deemed to constitute any other relationship between the city and the contractor.

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

All notices given under this contract shall be in writing, and shall be by personal delivery or by certified mail with return receipt requested to the parties at their respective addresses as specified in the contract documents or other address the contractor may specify in writing.

ARTICLE VII - Indemnification

To the fullest extent permitted by law, for any loss not covered by insurance under this contract; contractor shall indemnify, defend and hold harmless the city, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the contractor or anyone acting on the contractor's behalf under this contract. Contractor shall not be responsible to indemnify the city for losses or damages caused by or resulting from the city's sole negligence.

ARTICLE VIII - Entire agreement

This contract represents the entire understanding between the city and the contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by written amendment signed by the city and the contractor.

FOR CONTRACTOR

By_____

Its:_____

Date:_____

THE CITY OF OWOSSO

By_____

Its: Christopher T. Eveleth, Mayor

Date:

By_____

Its: Amy K. Kirkland, City Clerk

Date:

CITY OF OWOSSO BID TABULATION SHEET

DATE 2/22/2022DEPT. EngineeringSUBJECT: James S Miner Launch Project

BASE BID - POURED IN PLACE STAIRWAY

				Engineer's Estimate		Great Lakes Fusion 7505 E. M-71 Durand, MI 48429		Oak Construction Corporation 7077 South Fork Drive Swartz Creek, MI 48473	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$3,500	1	LSUM	\$ 3,500.00	\$ 3,500.00	500.00	\$ 500.00	\$ 2,800.00	\$ 2,800.00
2	Erosion Control, Silt Fence	75	Ft	\$ 10.00	\$ 750.00	10.00	\$ 750.00	\$ 8.00	\$ 600.00
3	Excavation, Earth	65	Cyd	\$ 15.00	\$ 975.00	25.00	\$ 1,625.00	\$ 60.00	\$ 3,900.00
4	Sidewalk, Rem	45	Syd	\$ 10.00	\$ 450.00	7.50	\$ 337.50	\$ 40.00	\$ 1,800.00
5	Sidewalk, Conc, 6 inch	405	Sft	\$ 10.00	\$ 4,050.00	6.05	\$ 2,450.25	\$ 15.00	\$ 6,075.00
6	Concrete Stairway	1	LSUM	\$ 15,000.00	\$ 15,000.00	15,975.00	\$ 15,975.00	\$ 35,725.00	\$ 35,725.00
7	Riprap, Plain	100	Syd	\$ 55.00	\$ 5,500.00	35.00	\$ 3,500.00	\$ 40.00	\$ 4,000.00
8	Riprap, Heavy	100	Syd	\$ 70.00	\$ 7,000.00	\$ 43.00	\$ 4,300.00	\$ 50.00	\$ 5,000.00
TOTAL BID				\$	37,225.00	\$	29,437.75	\$	59,900.00
ADJUSTMENT FOR LOCAL PREFERENCE				\$	-	\$	-	\$	1,797.00
TOTAL BID + ADJUSTMENT FOR LOCAL PREFERENCE				\$	-	\$	29,437.75	\$	61,697.00

ALTERNATE BID - PRECAST STAIRWAY

				Engineer's Estimate		Great Lakes Fusion 7505 E. M-71 Durand, MI 48429		Oak Construction Corporation 7077 South Fork Drive Swartz Creek, MI 48473	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$3,500	1	LSUM	\$ 3,500.00	\$ 3,500.00	500.00	\$ 500.00		
2	Erosion Control, Silt Fence	75	Ft	\$ 10.00	\$ 750.00	10.00	\$ 750.00		
3	Excavation, Earth	65	Cyd	\$ 15.00	\$ 975.00	25.00	\$ 1,625.00		
4	Sidewalk, Rem	45	Syd	\$ 10.00	\$ 450.00	7.50	\$ 337.50		
5	Sidewalk, Conc, 6 inch	405	Sft	\$ 10.00	\$ 4,050.00	6.05	\$ 2,450.25		
6	Concrete Stairway	1	LSUM	\$ 10,000.00	\$ 10,000.00	17,975.00	\$ 17,975.00		
7	Riprap, Plain	100	Syd	\$ 55.00	\$ 5,500.00	35.00	\$ 3,500.00		
8	Riprap, Heavy	100	Syd	\$ 70.00	\$ 7,000.00	\$ 43.00	\$ 4,300.00		
TOTAL BID				\$	32,225.00	\$	31,437.75	NO BID	
ADJUSTMENT FOR LOCAL PREFERENCE				\$	-	\$	-	NO BID	
TOTAL BID + ADJUSTMENT FOR LOCAL PREFERENCE				\$	-	\$	31,437.75	NO BID	

DEPT.
HEAD:GENERAL LIABILITY INSURANCE
EXPIRATION DATE: 7/1/2022

AWARDED: _____

PURCH.
AGENT:WORKERS COMPENSATION INSURANCE
EXPIRATION DATE: 7/1/2022COUNCIL
APPROVED: _____

STAFF

208.756.974.600 JM Launch 2/24/22

SOLE PROPRIETORSHIP



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 7, 2022

TO: City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: PO Amendment - State of Michigan Salt Contract 180000000768 – Additional Overage

RECOMMENDATION:

Approval to amend Purchase Order #43514 for an additional 250 tons of road salt from the Detroit Salt Company, LLC per the terms of MiDeal Contract No. 180000000768 in the amount of \$8,541.50.

BACKGROUND:

On November 15, 2021 City Council approved a contract with the Detroit Salt Company, LLC for the provision of road salt in the amount of \$64,332.00, plus a recommended contingency amount of \$5,361.00, for a total of \$69,693.00 (utilizing MiDeal Contract No. 180000000768).

This season's salt demand has been higher than anticipated due to weather conditions, leading to a lower supply than normal. MiDeal Contract No. 180000000768 allows contracted entities to purchase up to an additional 20% of their seasonal salt request at the 2021-2022 contract price of \$53.61/ton. With this year's pricing being historically low, and the price projected to go up next year due to inflation, it would be advantageous to purchase the full allowed amount of salt now.

FISCAL IMPACTS:

The cost for 250 additional tons of salt at \$53.61/ton comes to \$13,402.50. Factoring in the original contingency amount of \$5,361.00, the total comes to \$8,041.50. Staff is requesting an additional contingency in the amount of \$500.00 to account for any slight overages that are delivered, resulting in an overall addition to PO #43514 of \$8,541.50 which shall be paid from the Local and Major Street Fund accounts 202/203.478.728.000 and State Trunk-line account 202.497.728.000.

Document originated by:

Ryan E. Suchanek
Director, Public Services & Utilities

Attachments: (1) Resolution
(2) MiDeal State Contract

RESOLUTION NO.

**AUTHORIZING AMENDMENT
TO THE EXISTING PURCHASE ORDER
WITH THE DETROIT SALT COMPANY, LLC
FOR 250 TONS OF ADDITIONAL ROAD SALT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a responsibility to keep its streets safe during the winter months, which includes the use of road salt when streets are icy; and

WHEREAS, the City approved Purchase Order #43514 on November 15, 2021 for the purchase of road salt from the Detroit Salt Company, LLC via MiDeal Contract No. 18000000076; and

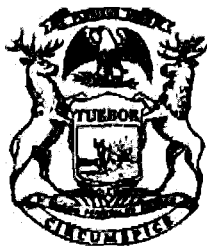
WHEREAS, the City has used more road salt this winter than originally anticipated; and

WHEREAS, the price for salt is historically low this year, but is expected to rise due to inflation, making now the time to replenish the City's salt stores; and

WHEREAS, the Director of Public Services & Utilities desires to purchase an additional 250 tons of road salt as permitted by the contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend Purchase Order #43514 with the Detroit Salt Company, LLC for the purchase of an additional 250 tons of road salt.
- SECOND: The accounts payable department is authorized to pay the Detroit Salt Company, LLC, according to unit prices, for road salt delivered up to the total amount of \$78,234.50.
- THIRD: The above expenses shall be paid from Local and Major Street Fund and State Trunk-line accounts 202/203.478.728.000 and 202.497.728.000.



STATE OF MICHIGAN
CENTRAL PROCUREMENT SERVICES
Department of Technology, Management, and Budget
525 W. ALLEGAN ST., LANSING, MICHIGAN 48913
P.O. BOX 30026 LANSING, MICHIGAN 48909

CONTRACT CHANGE NOTICE

Change Notice Number 7
to
Contract Number 180000000768

CONTRACTOR	DETROIT SALT COMPANY LC	STATE	Justin Droste	SW
	12841 Sanders Street		517-636-0518	
	Detroit, MI 48217		drostej@michigan.gov	
	Steve Briggs		Steven Motz	DTMB
	313-841-5144		(517) 331-6086	
	sales@detroitssalt.com		motzs1@michigan.gov	
	CV0040860			

CONTRACT SUMMARY			
BULK SALT, EARLY FILL & SEASONAL BACK-UP-STATEWIDE			
INITIAL DELIVERY DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE QUANTITY	EXPIRATION DATE
September 1, 2018	August 31, 2023	5 - 1 Year	August 31, 2023
PAYMENT TERMS		DELIVERY METHOD	
NET 45		See Section 1.3 Delivery and Acceptance	
ALTERNATE PAYMENT OPTIONS		EXTENDED PURCHASING	
<input type="checkbox"/> P-Card <input type="checkbox"/> PRC <input type="checkbox"/> Other		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS			
See Section 1.3 Delivery and Acceptance			
DESCRIPTION OF CHANGE NOTICE			
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION
<input type="checkbox"/>		<input type="checkbox"/>	August 31, 2023
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$17,094,621.00	\$14,831,737.45	\$31,926,358.45	
DESCRIPTION			
Effective September 1st, 2021 this contract is hereby amended to include FY 2021-2022 annual road salt pricing, which has been attached as Schedule B. The contract value is increased by \$14,831,737.45 to account for State of Michigan anticipated spend.			
All other terms, conditions, specifications and pricing remain the same per agency and vendor agreement, and Central Procurement Services approval.			

Close Form

TO: MiDEAL Members DATE: 2021/2022
FROM: Genevieve Hayes and Mary Hanses
Procurement/MiDEAL

DTMB Procurement is compiling usage figures to include with the 20212021/20222022 road salt solicitation. If you intend to buy road salt for ice control through MiDEAL, please complete the information on this form.

Completion and submission of this form is a **COMMITMENT** of the part of the MiDEAL Member/State Agency to participate in the State of Michigan Road Salt Solicitation for the 20212021/20222022 winter season

Please Note: Your order is a commitment to purchase - you cannot cancel your order, regardless of final price.

The person placing the order is presumed to have the authority to do so. All necessary governmental authorizations are presumed at the time of the order. You may not cancel your commitment to purchase even if your organization failed to obtain all necessary authorization prior to placing your order.

Failure to accept receipt of your order may be deemed a breach of contract.

Early Delivery
Total "Early Delivery" requirements: 0 tons
This quantity must be expressed in 50-ton increments. You must have storage capacity for the total quantity indicated.

Seasonal Backup
Total Seasonal Backup - Greater than 50 tons 1200 tons
This quantity must be expressed in 50-ton increments

AND / OR
Total Seasonal Backup - Less than 50 tons 0 tons
This should **only** be requested if the quantity is **less than** 50 tons. Due to delivery costs of ordering in less than a truck load, the prices in this category may be higher than those quoted in the same county that are greater than 50 tons

TOTAL 20212021/20222022 Requirements 1200 tons
The sum of Early Delivery **PLUS** all Seasonal Backup

Please list each delivery location below, along with the tonnage required for each location:

Drop Address	City	Drop County	Early Delivery Tonnage	Seasonal Backup Tonnage >50	Seasonal Backup Tonnage <50	Agree
522 milwaukee	owosso	Shiawassee	0	1200	0	<input checked="" type="checkbox"/>

CONVEYER REQUIREMENTS: The State of Michigan will not be accepting conveyor requirements for the 20212021/20222022 road salt season

STATE AGENCIES: All State Agencies participating in the road salt program must complete a Purchase Request Form (PRF) and submit it along with this document

THIS IS AN ORDER: All quantities indicated on this requisition represents a **commitment** to participate in the State of Michigan Road Salt Solicitation, with the following stipulations: The Early Delivery quantity indicated is the exact quantity (100%) that will be delivered to the location specified. On both Seasonal Backup programs, MiDEAL members must agree to purchase a minimum of 80% of the Seasonal Backup quantity indicated, and the contractor will agree to furnish up to a maximum of 30% more than the Seasonal Backup quantity indicated

By participating in this bid, you agree not to take independent bids on this commodity for the requirements indicated on this form. You also agree not to resell the salt to non-members, including private companies

The awarded contractor will contact you to arrange the early delivery shipment. Early delivery occurs during the months of August, September, and October

DTMB Procurement will provide each participating MiDEAL member with the name of the contractor from which their Seasonal Backup salt will be ordered. Orders for Seasonal Backup salt will not be arranged by DTMB Procurement. MiDEAL members contact the contractor directly

If you have any questions, please call Mary Hanses at (517) 388-4558

ORGANIZATION NAME OWOSSO, CITY OF	AUTHORIZED AGENT NAME Mark Mitchell
ADDRESS 301 w.main	AUTHORIZED AGENT TITLE Public Works Superintendent
CITY / STATE / ZIP owosso / mi / 48867	COUNTY Shiawassee
PHONE (989) 725-0556	EMAIL mark.mitchell@ci.owosso.mi.us

MiDEAL and STATE AGENCY DROP POINTS: 2021/2022 SALT ORDER						630,947	\$		
4-Bay	71	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	500	\$	52.53	Detroit	\$
4-Bay	72	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	300	\$	52.53	Detroit	\$
4-Bay	73	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	400	\$	52.53	Detroit	\$
4-Bay	74	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	500	\$	52.53	Detroit	\$
4-Bay	75	Sanilac	MiDEAL	CROSWELL, CITY OF	50	\$	52.53	Detroit	\$
4-Bay	76	Sanilac	MiDEAL	DECKERVILLE, VILLAGE OF	50	\$	52.53	Detroit	\$
4-Bay	77	Sanilac	MiDEAL	BROWN CITY	150	\$	52.53	Detroit	\$
4-Bay	78	Shiawassee	MiDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	500	\$	53.61	Detroit	\$
4-Bay	79	Shiawassee	MiDEAL	LAINGSBURG, CITY OF	150	\$	53.61	Detroit	\$
4-Bay	80	Shiawassee	MiDEAL	BYRON, VILLAGE OF	50	\$	53.61	Detroit	\$
4-Bay	81	Shiawassee	MiDEAL	DURAND, CITY OF	50	\$	53.61	Detroit	\$
4-Bay	82	Shiawassee	MiDEAL	DURAND AREA SCHOOLS	50	\$	53.61	Detroit	\$
4-Bay	83	Shiawassee	MiDEAL	OWOSSO, CITY OF	1200	\$	53.61	Detroit	\$
4-Bay	84	St. Clair	MiDEAL	ST. CLAIR, CITY OF	300	\$	49.35	Detroit	\$
4-Bay	85	St. Clair	MiDEAL	CAPAC, VILLAGE OF	150	\$	49.35	Detroit	\$
4-Bay	86	St. Clair	MiDEAL	PORT HURON AREA SCHOOL DISTRICT	450	\$	49.35	Detroit	\$
4-Bay	87	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	3000	\$	49.35	Detroit	\$
4-Bay	88	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	2600	\$	49.35	Detroit	\$
4-Bay	89	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	8200	\$	49.35	Detroit	\$
4-Bay	90	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	3000	\$	49.35	Detroit	\$
4-Bay	91	St. Clair	MiDEAL	MARYSVILLE POLICE DEPT	1500	\$	49.35	Detroit	\$
4-Bay	92	St. Clair	MiDEAL	ALGONAC, CITY OF	50	\$	49.35	Detroit	\$
4-Bay	93	St. Clair	MiDEAL	YALE PUBLIC SCHOOLS	50	\$	49.35	Detroit	\$
4-Bay	94	St. Clair	MiDEAL	PORT HURON HOUSING COMMISSION	50	\$	49.35	Detroit	\$
4-Bay	95	St. Clair <50	MiDEAL	ALGONAC COMMUNITY SCHOOLS	10	\$	49.35	Detroit	\$
4-Bay	96	St. Clair	MiDEAL	PORT HURON, CITY OF	1500	\$	49.35	Detroit	\$
4-Bay	97	St. Clair	MiDEAL	MARINE CITY, CITY OF	100	\$	49.35	Detroit	\$
4-Bay	98	Tuscola	MiDEAL	VASSAR, CITY OF	250	\$	55.67	Detroit	\$
4-Bay	99	Tuscola - Conveyor	Agency	DCH-CARO CENTER	100	\$	64.67	Detroit	\$
4-Bay	100	Tuscola	MiDEAL	TUSCOLA COUNTY ROAD COMMISSION	500	\$	55.67	Detroit	\$
4-Bay	101	Tuscola	MiDEAL	TUSCOLA COUNTY ROAD COMMISSION	500	\$	55.67	Detroit	\$

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 02/01/2022 - 02/28/2022

Check Date	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)				
02/04/2022	134564	AGNEW GRAPHICS	GRAPHICS FOR TWO NEW POLICE VEHICLES	\$ 990.00
02/04/2022	134565	H K ALLEN PAPER CO	SUPPLIES	\$ 443.00
02/04/2022	134566	AMERICAN PUBLIC WORKS ASSOCIATION	MEMBERSHIPS-SUCHANEK/GILLET/HUMPHREYS/MITCHE	\$ 840.00
02/04/2022	134567	BRONNER'S COMMERICAL DISPLAY	BULBS FOR LIGHT STRINGS	\$ 236.86
02/04/2022	134568	HOENSHELL DAVID	UB refund for account: 5507070001	\$ 62.52
02/04/2022	134569	SIMMINGTON THOMAS	UB refund for account: 4714650005	\$ 46.22
02/04/2022	134570	SEDLACK JOHN	UB refund for account: 3081570001	\$ 70.21
02/04/2022	134571	SHIAWASSEE TOWN CENTER	UB refund for account: 4718240005	\$ 224.95
02/04/2022	134572	HOME OFFICE REALTY	UB refund for account: 2862690004	\$ 857.28
02/04/2022	134573	MAYER HEATHER	UB refund for account: 5221570006	\$ 74.60
02/04/2022	134574	PARTAIN MICHELLE	UB refund for account: 1903500005	\$ 86.22
02/04/2022	134575	GALE RILEY	UB refund for account: 1038000012	\$ 90.30
02/04/2022	134576	MARR ROY	UB refund for account: 4714650006	\$ 222.27
02/04/2022	134577	HOWARD AMANDA	UB refund for account: 2268240008	\$ 26.64
02/04/2022	134578	THIEL MATTHEW	UB refund for account: 3029070002	\$ 31.04
02/04/2022	134579	LANKFORD TAMMY	UB refund for account: 1216500011	\$ 77.16
02/04/2022	134580	SIBLEY DILLON	UB refund for account: 2571560048	\$ 108.37
02/04/2022	134581	DUSENBURY JAMIE	UB refund for account: 5904070005	\$ 88.00
02/04/2022	134582	MARK WALLACE	UB refund for account: 2837940003	\$ 11.42
02/04/2022	134583	LEWIS JUDY	UB refund for account: 1965000001	\$ 10.50
02/04/2022	134584	VANHYTE BRUCE	UB refund for account: 5380000007	\$ 233.68
02/04/2022	134585	CHARLES F GILBERT & SONS INC	ARCHITECTURAL GRANT FROM DDA	\$ 3,000.00
02/04/2022	134586	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 180.00
02/04/2022	134587	EARLS MICHAEL	REISSUED CHECK	\$ 50.00
02/04/2022	134588	FIRST NATIONAL BANK OF OMAHA	SUPPLIES	\$ 36.75
02/04/2022	134589	FIRST NATIONAL BANK OF OMAHA	SUPPLIES	\$ 51.76
02/04/2022	134590	FIRST NATIONAL BANK OF OMAHA	2022 BASIC INSTITUTE-JANE HUNT	\$ 550.00
02/04/2022	134591	HARRIS ELECTRIC LLC	ELECTRICAL WORK ON NEW PUBLIC SAFETY SIGN	\$ 492.34
02/04/2022	134592	HD5 INVESTMENTS LLC	BD Payment Refund	\$ 726.00
02/04/2022	134593	HOME DEPOT CREDIT SERVICES	JANUARY 2022 PURCHASES	\$ 439.83
02/04/2022	134594	LAMPHERE'S	CITY HALL REPAIRS	\$ 1,690.78
02/04/2022	134595	LIVINGSTON COUNTY ASSESSOR'S ASSO	REGISTRATION FOR CALKINS/DOWLER	\$ 70.00
02/04/2022	134596	LOPEZ ENGINEERING INC	216 S ELM ST -STRUCTURAL INSPECTION	\$ 600.00
02/04/2022	134597	MAURER HEATING & COOLING, INC.	GOULD HOUSE HVAC PROJECT	\$ 23,837.57
02/04/2022	134598	MPH INDUSTRIES, INC.	RADARS FOR NEW OPD UNITS	\$ 1,824.00

02/04/2022	134599	NATIONAL FIRE PROTECTION ASSOCIATION	FIRE PLAN EXAMINER RECERTIFICATION-M HARVEY	\$ 150.00
02/04/2022	134600	OWOSSO COMMUNITY AIRPORT	FY 21/22 ANNUAL CONTRIBUTION FROM THE CITY	\$ 4,284.00
02/04/2022	134601	OWOSSO PUBLIC SCHOOLS	2021 TAX COLLECTION	\$ 685,132.26
02/04/2022	134602	RICOH USA	MAINTENANCE/SUPPLIES FOR THREE COPIERS	\$ 898.41
02/04/2022	134603	SHIAWASSEE COUNTY TREASURER	2021 TAX COLLECTION	\$ 271,130.90
02/04/2022	134604	SILLWORKS PARTS DIRECT	SERVER MEMORY	\$ 340.90
02/04/2022	134605	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE	\$ 5,635.30
02/04/2022	134606	STATE OF MICHIGAN	2022 AGRICULTURE LIMING LICENSE	\$ 20.00
02/04/2022	134607	STATE OF MICHIGAN-EGLE	WATER TESTING SERVICES	\$ 648.00
02/04/2022	134608	TRACTOR SUPPLY COMPANY	PARTS	\$ 26.48
02/04/2022	134609	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$ 69.55
02/04/2022	7554(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$ 115.00
02/04/2022	7555(A)	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 277.00
02/04/2022	7556(A)	CENTER FOR TECHNOLOGY & TRAINING/MTU	2022 MI BRIDGE WEEK-R CHESNEY	\$ 100.00
02/04/2022	7557(A)	CINTAS CORPORATION #308	FLOOR MATS	\$ 52.87
02/04/2022	7558(A)	COMMUNITY IMAGE BUILDERS	PROFESSIONAL SERVICES	\$ 3,825.50
02/04/2022	7559(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 4,798.95
02/04/2022	7560(A)	ENLOW ENVIRO LLC	HG BLUE	\$ 621.62
02/04/2022	7561(A)	ENVIRONMENTAL RESOURCE ASSOCIATES	LAB SERVICES	\$ 394.71
02/04/2022	7562(A)	ESO SOLUTIONS INC	ANNUAL ACCESS FEE-2/19/22-2/18/23	\$ 1,998.20
02/04/2022	7563(A)	ETNA SUPPLY COMPANY	WATER INVENTORY	\$ 945.00
02/04/2022	7564(A)	FASTENAL COMPANY	PARTS	\$ 1,525.30
02/04/2022	7565(A)	FERGUSON ENTERPRISES LLC	WATER INVENTORY	\$ 3,746.16
02/04/2022	7566(A)	FISHBECK, THOMPSON, CARR & HUBER, INC	ENGINEERING SERVICES	\$ 768.00
02/04/2022	7567(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$ 1,675.00
02/04/2022	7568(A)	GEOCORP INC	CHART PAPER	\$ 138.95
02/04/2022	7569(A)	GLOBAL ENVIRONMENTAL CONSULTING LLC	WET ANALYSIS	\$ 1,000.00
02/04/2022	7570(A)	GOYETTE MECHANICAL	MAINTENANCE ON BOILER IN PUBLIC SAFETY BLD	\$ 562.28
02/04/2022	7571(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$ 6,470.42
02/04/2022	7572(A)	JON STEWART HARRIS	ELECTRICAL INSPECTIONS	\$ 550.00
02/04/2022	7573(A)	HI QUALITY GLASS, INC	DOOR REPAIR	\$ 388.39
02/04/2022	7574(A)	HODGE GLASS SERVICE INC	NEW LOCKS AT THE WWTP	\$ 1,128.75
02/04/2022	7575(A)	HUTSON INC OF MICHIGAN	PARTS	\$ 458.33
02/04/2022	7576(A)	HYDROTEX INC	LUBES	\$ 185.41
02/04/2022	7577(A)	INTERSTATE BILLING SERVICE INC	PARTS	\$ 762.02
02/04/2022	7578(A)	J & H OIL COMPANY	FUEL-PE 1/21/22	\$ 7,041.62
02/04/2022	7579(A)	JACK DOHENY SUPPLIES INC	PARTS	\$ 340.96
02/04/2022	7580(A)	KENNEDY INDUSTRIES, INC.	PUMP #2 SERVICE	\$ 1,095.00
02/04/2022	7581(A)	KIESLER POLICE SUPPLY INC	AMMO	\$ 432.54
02/04/2022	7582(A)	LANSING UNIFORM CO.	UNIFORMS	\$ 74.95
02/04/2022	7583(A)	LUDINGTON ELECTRIC, INC.	TROUBLESHOOTING CHAIRMAN LIGHTS	\$ 792.48

02/04/2022	7584(A)	MICHIGAN WATER ENVIRONMENT ASSOCIATION	2022 WW ADMIN CONFERENCE-T GUYSKY	\$ 365.00
02/04/2022	7585(A)	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	JANUARY 2022 EMPLOYER PENSION PAYMENT	\$ 87,604.83
02/04/2022	7586(A)	NATIONAL VISION ADMINISTRATORS LLC	FEBRUARY 2022-VISION INSURANCE	\$ 579.29
02/04/2022	7587(A)	PHP INSURANCE COMPANY	FEBRUARY 2022-HEALTH INSURANCE PREMIUM	\$ 92,714.09
02/04/2022	7588(A)	PROVOX SYSTEMS INC	ANNUAL SUBSCRIPTION FEE FOR FY 21/22	\$ 4,075.00
02/04/2022	7589(A)	REPUBLIC SERVICES INC	FEBRUARY 2022-REFUSE SERVICE	\$ 443.48
02/04/2022	7590(A)	RUBOB'S INC	DECEMBER 21-PUBLIC SAFETY DRY CLEANING	\$ 223.10
02/04/2022	7591(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	REPAIRS TO PUBLIC SAFETY VEHICLES	\$ 1,539.70
02/04/2022	7592(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$ 421.59
02/04/2022	7593(A)	STRYKER SALES CORPORATION	SUPPLIES	\$ 92.65
02/04/2022	7594(A)	THOMAS SCIENTIFIC	SUPPLIES	\$ 384.91
02/04/2022	7595(A)	TOTAL ENERGY SYSTEMS LLC	TRANSFER SWITCH FOR PUBLIC SAFETY BUILDING	\$ 8,310.00
02/04/2022	7596(A)	USA BLUE BOOK	PARTS	\$ 1,910.61
02/04/2022	7597(A)	VERIZON WIRELESS	MODEM FEES	\$ 635.30
02/04/2022	7598(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-1/1/22-1/15/22	\$ 7,344.81
02/04/2022	7599(A)	WEB ASCENDER	WEBSITE HOSTING AND SUPPORT-OCT/NOV/DEC 21	\$ 274.20
02/04/2022	7600(A)	DOWNTOWN DEVELOPMENT AUTHORITY	2021 TAX COLLECTION	\$ 84.50
02/04/2022	7601(A)	QUADIENT FINANCE USA INC	SUPPLIES	\$ 40.74
02/04/2022	7602(A)	SHIAWASSEE DISTRICT LIBRARY	2021 TAX COLLECTION	\$ 44,184.39
02/18/2022	134610	PFUND TERRIE	REFUND	\$ 43.01
02/18/2022	134611	HOLZHAUSEN PRUDENCE	REFUND	\$ 798.00
02/18/2022	134612	SNYDER DOROTHY	REFUND	\$ 275.00
02/18/2022	134613	108 E EXCHANGE, OWOSSO LLC	DDA GRANT FUNDS FOR FIRE SUPPRESSION	\$ 7,597.00
02/18/2022	134614	MARK D AGNEW	COUNCIL CHAMBERS SIGN	\$ 545.00
02/18/2022	134615	ALLSTAR TOWING & REPAIR	WRECKER SERVICE	\$ 325.00
02/18/2022	134616	BLOOMFIELD MARYANN	REFUND	\$ 79.00
02/18/2022	134617	LAMPHERE SCOTT	UB refund for account: 3462570017	\$ 14.30
02/18/2022	134618	CITY OF OWOSSO	REVOLVING FUND-TAXES	\$ 8,200.37
02/18/2022	134619	CLARK ENGINEERING CO INC	2021 Win Tax Refund 050-900-550-802-00	\$ 2,208.68
02/18/2022	134620	CONSUMERS ENERGY	DEMAND RESPONSE EVENT FROM JUNE 10, 2021	\$ 32.34
02/18/2022	134621	CONSUMERS ENERGY-LANSING SERVICE CENTER	ADDITION OF LIGHT ON LYNN ST	\$ 983.75
02/18/2022	134622	D & D TRUCK & TRAILER PARTS	PARTS/EXHAUST FLUID	\$ 494.79
02/18/2022	134623	DAYSTARR COMMUNICATIONS	MARCH 2022-PHONE AND BROADBAND INTERNET	\$ 988.68
02/18/2022	134624	FUOSS GRAVEL COMPANY	22A GRAVEL	\$ 537.75
02/18/2022	134625	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	\$ 731.25
02/18/2022	134626	IMS ALLIANCE	NAME TAGS-WEBB/HERNANDEZ	\$ 23.50
02/18/2022	134627	OFFICE SOURCE	SUPPLIES	\$ 47.52
02/18/2022	134628	OWOSSO PUBLIC SCHOOLS	2021 TAX COLLECTION	\$1,058,993.88
02/18/2022	134629	RUGGED LINER INC	2021 Win Tax Refund 050-900-550-200-00	\$ 102.63
02/18/2022	134630	SHIAWASSEE COUNTY HEALTH DEPARTMENT	SOIL EROSION/SEDIMENTATION PERMIT	\$ 187.00
02/18/2022	134631	SHIAWASSEE COUNTY TREASURER	2021 TAX COLLECTION	\$ 476,703.76

02/18/2022	134632	STATE OF MICHIGAN	STORMWATER ANNUAL PERMIT FEE FOR 2022	\$	260.00
02/18/2022	134633	STATE OF MICHIGAN	2021 STATE CHAMP SIGNS (5) INSTALLED BY MDOT	\$	3,189.15
02/18/2022	134634	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEES	\$	510.00
02/18/2022	134635	ZORO TOOLS INC	SUPPLIES	\$	127.38
02/18/2022	7603(A)	THE ACCUMED GROUP	JANUARY 2022-AMBULANCE BILLING SERVICES	\$	6,094.32
02/18/2022	7604(A)	APOLLO FIRE EQUIPMENT COMPANY	UNIFORMS	\$	62.00
02/18/2022	7605(A)	APPLIED SPECIALTIES INC	LIMECURE-25	\$	4,702.50
02/18/2022	7606(A)	APPRIVER LLC	EMAIL THREAT PROTECTION-1/14/22-1/14/23	\$	806.40
02/18/2022	7607(A)	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC	\$	521.92
02/18/2022	7608(A)	C D W GOVERNMENT, INC.	WARRANTY/AUTOCAD SUBSCRIPTION	\$	3,374.51
02/18/2022	7609(A)	CENTER FOR TECHNOLOGY & TRAINING/MTU	ASPHALT PAVING INSPECTION WORKSHOP-CL WEHNER	\$	55.00
02/18/2022	7610(A)	CINTAS CORPORATION #308	FLOOR MATS	\$	52.87
02/18/2022	7611(A)	CMP DISTRIBUTORS INC	UNIFORM ACCESSORIES/VESTS	\$	1,228.25
02/18/2022	7612(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	54,896.57
02/18/2022	7613(A)	Void Reason: Created From Check Run Process		\$	- V
02/18/2022	7614(A)	D & K TRUCK COMPANY INC	PARTS	\$	258.03
02/18/2022	7615(A)	DALTON ELEVATOR LLC	JANUARY 2022-CYLINDER RENTAL/SUPPLIES	\$	490.98
02/18/2022	7616(A)	DINGES FIRE COMPANY	REPAIR WORK TO JAWS	\$	802.00
02/18/2022	7617(A)	DOWNTOWN DEVELOPMENT AUTHORITY	2021 TAX COLLECTION	\$	176.98
02/18/2022	7618(A)	ELECTION SOURCE	ANNUAL MAINTENANCE CONTRACT	\$	4,950.00
02/18/2022	7619(A)	EMPLOYEE BENEFIT CONCEPTS INC	FEBRUARY 2022-FSA ADMIN FEE	\$	115.50
02/18/2022	7620(A)	ETNA SUPPLY COMPANY	SUPPLIES/INVENTORY	\$	4,622.36
02/18/2022	7621(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$	232.02
02/18/2022	7622(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$	6,553.65
02/18/2022	7623(A)	GREAT LAKES CENTRAL RAILWAY INC	SIGNAL DEVICES MAINTENANCE-JAN-DEC 2022	\$	3,738.00
02/18/2022	7624(A)	HI QUALITY GLASS, INC	INSTALL WINDSHIELDS	\$	356.00
02/18/2022	7625(A)	HYDROTEX INC	LUBES	\$	549.90
02/18/2022	7626(A)	J & H OIL COMPANY	LUBES	\$	791.50
02/18/2022	7627(A)	LOGICALIS INC	JAN 22-NETWORK ADMINISTRATOR/ENGINEERING SERVICE	\$	6,700.00
02/18/2022	7628(A)	MANER COSTERISAN & ELLIS PC	ACCOUNTING SERVICES	\$	5,760.00
02/18/2022	7629(A)	MEI TOTAL ELEVATOR SOLUTIONS	CITY HALL ELEVATOR SERVICE AGREEMENT	\$	159.16
02/18/2022	7630(A)	MEMORIAL HEALTHCARE CENTER	DRUG TESTING	\$	273.50
02/18/2022	7631(A)	MICHIGAN RURAL WATER ASSOCIATION	WW COLLECTION SYSTEM MAINT-REGISTRATION	\$	625.00
02/18/2022	7632(A)	MICHIGAN WATER ENVIRONMENT ASSOCIATION	JOINT EXPO & OPERATORS DAY	\$	625.00
02/18/2022	7633(A)	GENUINE PARTS COMPANY	PARTS	\$	220.50
02/18/2022	7634(A)	NORTHERN PUMP & WELL INC	MUNICIPAL WATER SUPPLY WELL DRILLING PROJECT	\$	91,738.70
02/18/2022	7635(A)	OFFICE DEPOT	SUPPLIES	\$	511.04
02/18/2022	7636(A)	ORDWAY'S BODY SHOP INC	PUBLIC SAFETY VEHICLE REPAIRS	\$	1,536.00
02/18/2022	7637(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$	355.00
02/18/2022	7638(A)	PASSPORT LABS INC	PARKING TICKET MANAGEMENT SYSTEM SERVICE	\$	82.35
02/18/2022	7639(A)	PHP MEDICARE	MARCH 2022-RETIREE PREMIUM	\$	79.00

02/18/2022	7640(A)	POLYDYNE INC	AF 4500 POLYMER	\$	7,026.60
02/18/2022	7641(A)	PVS NOLWOOD CHEMICALS INC	SODIUM FLUORIDE	\$	1,966.75
02/18/2022	7642(A)	QUADIENT INC	POSTAGE MACHINE MAINTENANCE/METER RENTAL	\$	334.36
02/18/2022	7643(A)	RUBOB'S INC	JANUARY 2022-PUBLIC SAFETY DRY CLEANING	\$	158.10
02/18/2022	7644(A)	SAFEBUILT MICHIGAN LLC	JANUARY 2022-BUILDING DEPARTMENT SERVICES	\$	11,117.90
02/18/2022	7645(A)	SHIAWASSEE DISTRICT LIBRARY	2021 TAX COLLECTION	\$	76,257.91
02/18/2022	7646(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	PUBLIC SAFETY VEHICLE REPAIRS	\$	907.99
02/18/2022	7647(A)	SMITH SAND & GRAVEL INC	CLASS II SAND	\$	1,342.44
02/18/2022	7648(A)	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMENT PLANT SCADA S	\$	9,374.00
02/18/2022	7649(A)	UNITED PARCEL SERVICE	SHIPPING	\$	15.28
02/18/2022	7650(A)	USA BLUE BOOK	PARTS/SUPPLIES	\$	890.11
02/18/2022	7651(A)	VERIZON WIRELESS	CELL PHONE SERVICE-1/2/22-2/1/22	\$	957.85
02/18/2022	7652(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-1/16/22-1/31/22	\$	7,046.68
02/25/2022	7653(E)	MAILCHIMP	MAILCHIMP SERVICE	\$	11.00
02/25/2022	7654(E)	ZOOM VIDEO COMMUNICATIONS INC	ZOOM SERVICE-2/24/22-3/23/22	\$	14.99
02/25/2022	7655(E)	ZOOM VIDEO COMMUNICATIONS INC	ZOOM SERVICE 2/25/22-2/24/23	\$	90.48

1 TOTALS:

(1 Check Voided)

Total of 173 Disbursements:	<u>\$3,185,817.36</u>
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Bank 10 OWOSSO HISTORICAL COMMISSION FUND

02/04/2022	5486	CONSUMERS ENERGY	515 N WASHINGTON ST-12/30/21-1/27/22	\$	909.22
02/04/2022	5487	ENGINEERED PROTECTION SYSTEMS INC	224 CURWOOD DRIVE-3/1/22-5/31/22	\$	64.89
02/04/2022	5488	MAURER HEATING & COOLING, INC.	GOULD HOUSE HVAC PROJECT	\$	3,324.82
02/04/2022	5489	SPECIALTY SALVAGE LLC	TRASH SERVICE GOULD HOUSE	\$	66.00
02/18/2022	5490	DAYSTARR COMMUNICATIONS	MARCH 2022-CURWOOD CASTLE	\$	77.65
02/18/2022	5491	ENGINEERED PROTECTION SYSTEMS INC	PAYMASTER BUILDING-3/1/22-5/31/22	\$	87.00
02/18/2022	5492	NO MOW PROBLEMS LAWN CARE	JANUARY 2022 GOULD HOUSE SNOW PLOWING	\$	120.00

10 TOTALS:

Total of 7 Disbursements:	<u>\$ 4,649.58</u>
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REPORT TOTALS:

(1 Check Voided)

Total of 180 Disbursements:	<u>\$3,190,466.94</u>
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301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: March 1, 2022

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Ordinance Adoption – Authorizing Issuance of Revenue Bonds under Drinking Water Revolving Loan Fund (DWRF) for water supply system improvements

RECOMMENDATION:

Recommend approval of the ordinance to allow the city to obtain DWRF financing for 2022. This is a required step in the financing of water supply system improvements, which consist of the replacement of water service lines, water main repair and replacement along Center Street and the rehabilitation of water distribution storage tanks, standpipes and related facilities.

The city's bond attorney has advised the city that adoption of this ordinance is required to issue revenue bonds under Public Act 94 of 1933 and have them purchased by the state.

BACKGROUND:

City council approved and authorized the publication of a Notice of Intent to issue revenue bonds at its meeting held Monday, December 20, 2021. The NOI for the two DWRF funded projects, Nos. 7555-01 & 7458-01, authorized a total maximum bond principal of \$7,200,000 of which \$403,500 is a drinking water infrastructure grant (Project No. 7458-01), \$235,375 is eligible for principle forgiveness (Project No. 7458-01), and \$3,000,000 is designated as principle forgiveness (Project no. 7555-01).

FISCAL IMPACTS:

DWRF – Estimated debt payment (\$706,125) is \$42,400 over 20 years at 1.875% paid from Fund 591.

Additional funds estimated at \$2,855,000 may be needed for such improvements and will have to be paid with city funds. Bids for these projects will be opened on March 8, 2022.

ORDINANCE NO. 828

A SUPPLEMENTAL ORDINANCE TO PROVIDE FOR THE ISSUANCE AND SALE OF REVENUE BONDS TO PAY THE COST OF THE ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE WATER SUPPLY SYSTEM OF THE CITY OF OWOSSO; TO PRESCRIBE THE FORM OF THE SERIES 2022 BONDS; TO PROVIDE FOR THE COLLECTION OF REVENUES FROM THE SYSTEM SUFFICIENT FOR THE PURPOSE OF PAYING THE COSTS OF OPERATION AND MAINTENANCE OF THE SYSTEM AND TO PAY THE PRINCIPAL OF AND INTEREST ON THE SERIES 2022 BONDS; TO PROVIDE FOR SECURITY FOR THE SERIES 2022 BONDS; TO PROVIDE FOR THE SEGREGATION AND DISTRIBUTION OF REVENUES OF THE SYSTEM; TO PROVIDE FOR THE RIGHTS OF THE HOLDERS OF THE SERIES 2022 BONDS IN ENFORCEMENT THEREOF; AND TO PROVIDE FOR OTHER MATTERS RELATING TO THE SERIES 2022 BONDS AND THE SYSTEM.

THE CITY OF OWOSSO ORDAINS:

Section 1. 2022 SUPPLEMENTAL ORDINANCE. This ordinance (hereinafter referred to as the “2022 Supplemental Ordinance”) is adopted in accordance with Section 21 of the Prior Ordinance (defined below) and pursuant to the authority in Act 94.

Section 2. DEFINITIONS. Except as hereinafter provided, all terms which are defined in Section 1 of the Prior Ordinance shall have the same meanings in this 2022 Supplemental Ordinance. In addition, whenever used in this 2022 Supplemental Ordinance, except when otherwise indicated by context, the following definitions shall apply to the terms in this 2022 Supplemental Ordinance:

(a) “Authority” means the Michigan Finance Authority, or any successor agency.

(b) “Authorized Officer” means the Mayor, City Manager, Finance Director, or Public Utilities Director of the City, or any one or more of them.

(c) “Bonds” as defined in the Prior Ordinance shall include each series of the Series 2022 Bonds that are being issued on a parity with the Series 2012 Bond and the Series 2020 Bond pursuant to Section 21 of the Ordinance No. 614.

(d) “Contract Documents” means the Purchase Contract between the City and the Authority, the Supplemental Agreement by and among the City, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes, and Energy, and the Issuer’s Certificate for each series of the Series 2022 Bonds, and such other closing documents required by the Authority for the issuance of each series of the Series 2022 Bonds.

(e) “Improvements” means the design, acquisition and construction of improvements to the System, consisting of the Water Service Line Improvements and the Water Main Improvements.

(f) “Issue Date” means the date on which each series of the Series 2022 Bonds are delivered to the original purchaser thereof.

(g) “Prior Ordinance” means Ordinance No. 614 adopted by the City Council on June 3, 2002, as supplemented by the 2012 Supplemental Ordinance and the 2020 Supplemental Ordinance.

(h) “Series 2012 Bond” means the Bond authorized in Sections 3 and 4 of the 2012 Supplemental Ordinance issued to refund the Series 2002 Bond issued under the Prior Ordinance.

(i) “Series 2022 Bonds” means each series of the Bonds authorized in Sections 4 and 5.

(j) “Tax-Exempt Bonds” means bonds the interest on which is excluded from gross income for federal income tax purposes.

(k) “Water Main Improvements” means watermain repairs and replacements, including, but not limited to, replacement of the Center Street watermain, rehabilitation of System water distribution storage tanks, standpipes, booster stations, an elevated storage tank, and related facilities, as well as the restoration of property, streets, rights-of-way and easements

affected by the improvements, and all other work necessary and incidental to these improvements.

(l) “Water Service Line Improvements” means replacement of water service lines and related facilities, as well as the restoration of property, streets, rights-of-way and easements affected by the improvements, and all other work necessary and incidental to these improvements.

(m) “2012 Supplemental Ordinance” means Ordinance No. 736 adopted by the City Council on July 16, 2012.

(n) “2020 Supplemental Ordinance means Ordinance No. 736 adopted by the City Council on July 16, 2012.

Section 3. NECESSITY, PUBLIC PURPOSE. It is hereby determined to be necessary for the public health, safety and welfare of the City to acquire and construct the Improvements to the System in accordance with the maps, plans and specifications therefor prepared by the City’s consulting engineers, which are hereby approved.

Section 4. ESTIMATED COST; PERIOD OF USEFULNESS. The aggregate cost of the Improvements has been estimated not to exceed \$6,704,428, of which the cost of the Water Service Line Improvements have been estimated not to exceed \$4,100,000 and the cost of the Water Main Improvements have been estimated not to exceed \$2,604,428, including the payment of eligible legal, engineering, financial and other expenses, which estimate of cost is approved and confirmed. The period of usefulness of the Water Service Line Improvements is estimated to be not less than forty (40) years, and the period of usefulness of the Water Main Improvements is estimated to be not less than thirty (30) years.

Section 5. ISSUANCE OF BONDS. To pay all or a portion of the eligible cost of designing, acquiring, and constructing the Improvements and to pay the eligible legal and

financial expenses and all other eligible expenses incidental to the issuance of each series of the Series 2022 Bonds, the City shall borrow the sum of not to exceed \$7,200,000 and issue its revenue bonds in one or more series pursuant to the provisions of Act 94. Each series of the Series 2022 Bonds shall be issued in the aggregate principal sum of not to exceed \$7,200,000, as finally determined by the Authorized Officer at the time of sale, or such lesser amount thereof as shall have been advanced to the City pursuant to the Contract Documents. The remaining cost of the Improvements, if any, shall be paid from City funds on hand and legally available for such use.

During the time funds are being drawn down by the City under the Series 2022 Bond, the Authority will periodically provide the City a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the City of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of each series of the Series 2022 Bonds.

Section 6. SERIES 2022 BOND DETAILS. Each series of the Series 2022 Bonds shall be designated “Water Supply System Revenue Bonds” with such appropriate series designation determined by the Authorized Officer. Each series of the Series 2022 Bonds shall be issued as one or more fully registered bonds, shall be sold and delivered to the Authority in the denomination of the principal amount of such series of the Series 2022 Bonds. Each series of the Series 2022 Bonds shall be dated the date of delivery to the Authority, or such other date approved by the Authorized Officer, and shall be payable on the dates determined by the Authorized Officer at the time of sale provided the final maturity shall be no later than forty (40)

years after the date of issuance. Each series of the Series 2022 Bonds shall bear interest at a rate of not to exceed 3.00% per annum as determined by the Authorized Officer, payable semiannually on the dates determined by the Authorized Officer at the time of sale.

Notwithstanding the above, the final amount of any maturity and terms of each series of the Series 2022 Bonds shall be as provided in the Contract Documents and will be finally determined by the Authorized Officer.

Section 7. PAYMENT OF SERIES 2022 BONDS; CONFIRMATION OF STATUTORY LIEN. The principal of, premium, if any, and interest on each series of the Series 2022 Bonds shall be payable solely from the Net Revenues, and, to secure such payment from the Net Revenues, the statutory lien upon the whole of the Net Revenues established by Act 94 and the pledge created in Section 5 of the Ordinance No. 614 is hereby confirmed in favor of each series of the Series 2022 Bonds and such lien shall be of equal standing and priority with the Series 2012 Bond and the Series 2020 Bond, but junior and subordinate to the lien of all, if any, subsequently issued Senior Lien Bonds.

Each series of the Series 2022 Bonds, including both principal and interest thereon, shall not be a general obligation of the City and shall not constitute an indebtedness of the City for the purpose of any debt limitations imposed by any constitutional or statutory provisions.

The statutory lien on the Net Revenues with respect to each series of the Series 2022 Bonds will continue until payment in full of the principal of and interest on the applicable series of the Series 2022 Bonds, or until sufficient cash or Sufficient Government Obligations, or a combination thereof, have been deposited in trust for the payment in full of the principal of and interest on each series of the Series 2022 Bonds to maturity, or, if called for redemption, to the date fixed for redemption, together with the amount of the redemption premium, if any. Upon deposit of cash or Sufficient Government Obligations, or a combination thereof, as provided in

the previous sentence, the statutory lien shall be terminated with respect to the applicable series of the Series 2022 Bonds, the holder of such series of the Series 2022 Bonds shall have no further rights under the Ordinance except for payment from the deposited funds, and such series of the Series 2022 Bonds shall be considered to be defeased and shall not longer be considered to be outstanding under the Ordinance.

Section 8. STATE REVENUE SHARING PLEDGE. If required by the Authority, as additional security for repayment of each series of the Series 2022 Bonds, the City Council agrees to pledge the state revenue sharing payments that the City is eligible to receive from the State of Michigan under Act 140, Public Acts of Michigan, 1971, as amended, to the Authority as purchaser and holder of each series of the Series 2022 Bonds. The Authorized Officer is authorized to execute and deliver a revenue sharing pledge agreement between the City and the Authority.

Section 9. PRIOR REDEMPTION. Each series of the Series 2022 Bonds issued and sold to the Authority shall be subject to redemption prior to maturity upon the terms and conditions set forth in the form of Series 2022 Bonds contained in Section 12 hereof.

Section 10. PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the Authorized Officer shall designate and appoint a Paying Agent, which shall also act as transfer agent and bond registrar. The initial Paying Agent shall be the City Treasurer. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of each series of the Series 2022 Bonds.

(b) Registration of Bonds. Registration of each series of the Series 2022 Bonds shall be recorded in the registration books of the City to be kept by a Paying Agent. Each series of the Series 2022 Bonds may be transferred only by submitting the same, together with a satisfactory instrument of transfer signed by the Registered Owner or the Registered Owner's legal representative duly authorized in writing, to the Paying Agent, after which a new Series 2022 Bond or Series 2022 Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in any denomination, in the same aggregate principal amount as the Bond submitted for transfer. No transfer of any Series 2022 Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any Series 2022 Bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the City and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Series 2022 Bond to the Registered Owner thereof shall constitute a valid discharge of the City's liability upon such Bond to the extent of such payment. No Series 2022 Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the applicable Series 2022 Bond has been called for redemption.

(c) Authority's Depository. Notwithstanding any other provision of the Prior Ordinance, this 2022 Supplemental Ordinance or each series of the Series 2022 Bonds, so long as the Authority is the owner of each series of the Series 2022 Bonds: (a) each series of the Series 2022 Bonds shall be payable in lawful money of the United States; (b) each series of the Series 2022 Bonds are payable as to principal, premium, if any, and interest at U. S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the City by the Authority (the "Authority's Depository"); (c) the City agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on each

series of the Series 2022 Bonds in immediately available funds by 12:00 p.m. (noon) at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the City's deposit by 12:00 p.m. (noon) on the scheduled day, the City shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (d) written notice of any redemption of each series of the Series 2022 Bonds shall be given by the City and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

Section 11. SALE OF BONDS. Each series of the Series 2022 Bonds shall be sold to the Authority by means of a negotiated sale. The City determines that a negotiated sale to the Authority is in the best interest of the City because the terms offered by the Authority are more favorable than those available from other sources of funding.

Section 12. BOND FORM. Each series of the Series 2022 Bonds shall be in substantially the following form with such completions, changes and additions as may be required by the Authority or as recommended by the City's Bond Counsel and approved by the officers of the City signing each series of the Series 2022 Bonds:

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF SHIAWASSEE**

CITY OF OWOSSO

WATER SUPPLY SYSTEM REVENUE BOND, SERIES 2022__

Interest Rate

Maturity Date

Date of Original Issue

See Schedule I

_____, 2022

Registered Owner: Michigan Finance Authority

Principal Amount:

The City of Owosso, Shiawassee County, Michigan (the "Issuer"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, out of the net revenues of the Water Supply System of the City (the "System"), including all appurtenances, additions, extensions and improvements thereto after provision has been made for reasonable and necessary expenses of operation, maintenance and administration of the System (the "Net Revenues"), the amounts and on the Dates of Maturity set forth on Schedule I herein, together with interest thereon from the dates of receipt of such funds, or such later date to which interest has been paid, at the Interest Rate per annum specified above, first payable on _____ 1, 20__, and semiannually thereafter on the first day of April and October of each year, except as the provisions hereinafter set forth with respect to redemption of this Bond prior to maturity may become applicable hereto.

The Issuer promises to pay to the Michigan Finance Authority (the "Authority") the principal amount of this Bond or so much thereof as shall have been advanced to the Issuer pursuant to a Purchase Contract between the Issuer and the Authority and a Supplemental Agreement by and among the Issuer, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes and Energy, and the Order of Approval issued by the Department of Environment, Great Lakes and Energy.

Interest on this Bond is payable to the registered owner of record as of the close of business on the 15th day of the month immediately preceding any interest payment as shown on the registration books of the Issuer kept by the Treasurer of the Issuer, as bond registrar and paying agent, by check or draft mailed by the Treasurer of the Issuer to the registered owner at the registered address. Interest on this Bond shall be computed on the basis of a 360-day year comprised of twelve 30-day months. During the time funds are being drawn down by the Issuer under this Bond, the Authority will periodically provide the Issuer a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the Issuer of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this Bond.

Notwithstanding any other provision of this Bond, so long as the Authority is the owner of this Bond, (a) this Bond is payable as to principal, premium, if any, and interest at U. S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository"); (b) the Issuer agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on this Bond in immediately available funds by 12:00 p.m. (noon) at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the Issuer's deposit by 12:00 p.m. (noon) on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost

investment earnings attributable to that late payment; and (c) written notice of any redemption of this Bond shall be given by the Issuer and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

This Bond, being one fully registered bond, is issued in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended, and Ordinance No. 614 adopted by the City Council of the Issuer on June 30, 2020, as supplemented on July 16, 2012, February 3, 2020, and March 7, 2022 (as supplemented, the "Ordinance"), for the purpose of paying the cost of acquiring and constructing improvements to the System. This Bond is a self-liquidating bond, and is not a general obligation of the Issuer within any constitutional, statutory or charter limitation, but is payable, both as to principal and interest, solely from the Net Revenues of the System. The principal of and interest on this Bond are secured by a statutory lien on the Net Revenues. This Bond is of equal standing and priority of lien as to the Net Revenues of the System with the City's Water Supply System Revenue Refunding Bond, Series 2012 dated August 8, 2012, the City's Water Supply System Revenue Bond, Series 2020 dated March 27, 2020, and the City's Water Supply System Revenue Refunding Bond, Series 2022__ dated May 6, 2022.

The Issuer hereby covenants and agrees to fix, and maintain at all times while any of the Bonds shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest upon all such Bonds as and when the same become due and payable, to maintain a bond and interest redemption account and to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Ordinance. **The City has reserved the right, on the conditions stated in the Ordinance, to issue additional bonds of prior and senior or equal standing of priority of lien with this Bond as to the Net Revenues.** For a complete statement of the revenues from which, and the conditions under which, this Bond is payable, a statement of the conditions under which additional bonds of equal or superior standing may hereafter be issued, and the general covenants and provisions pursuant to which this Bond is issued, reference is made to the Ordinance.

Bonds of this series may be subject to redemption prior to maturity by the Issuer only with the prior written consent of the Authority and on such terms as may be required by the Authority.

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the "additional interest") at a rate equal to the rate of interest that is two percent above the Authority's cost of providing funds (as determined by the Authority) to make payment on the bonds of the Authority issued to provide funds to purchase this Bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the Issuer's default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account established by the Authority for the bonds of the Authority issued to provided funds to purchase this Bond fails to provide

sufficient available funds (together with any other funds that may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the Issuer shall and hereby agrees to pay on demand only the Issuer's pro rata share (as determined by the Authority) of such deficiency as additional interest on this Bond.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Issuer including this Bond, does not exceed any charter, constitutional or statutory limitation.

IN WITNESS WHEREOF, the City of Owosso, Shiawassee County, Michigan, by its City Council, has caused this Bond to be signed, by the manual or facsimile signatures of its Mayor and City Clerk, all as of the ____ day of _____, 2022.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____
(please print or type social security number or taxpayer identification number and name and address of transferee)
the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____, 20__

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.

In the presence of: _____

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: _____

Name of Issuer: CITY OF OWOSSO
EGLE Project No: 5710-01
EGLE Approved Amount: \$

SCHEDULE I

Based on the schedule provided below, unless revised as provided in this paragraph, repayment of principal of the Bond shall be made until the full amount advanced to the Issuer is repaid. In the event the Order of Approval issued by the Department of Environmental Quality (the "Order") approves a principal amount of assistance less than the amount of the Bond delivered to the Authority, the Authority shall only disburse principal up to the amount stated in the Order. In the event (1) that the payment schedule approved by the Issuer and described below provides for payment of a total principal amount greater than the amount of assistance approved by the Order or (2) that less than the principal amount of assistance approved by the Order is disbursed to the Issuer by the Authority, the Authority shall prepare a new payment schedule that shall be effective upon receipt by the Issuer.

<u>Due Date</u>	<u>Amount of Principal Installment Due</u>
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Interest on the Bond shall accrue on that portion of principal disbursed by the Authority to the Issuer from the date principal is disbursed, until paid, at the rate of ____% per annum, payable _____ 1, 20__, and semiannually thereafter.

The Issuer agrees that it will deposit with U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository") payments of the principal of, premium, if any, and interest on this Bond in immediately available funds by 12:00 p.m. (noon) at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise. In the event that the Authority's Depository has not received the Issuer's deposit by 12:00 p.m. (noon) on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment.

[END OF BOND FORM]

Section 13. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF SERIES 2022 BONDS. Each series of the Series 2022 Bonds shall be sold at a private, negotiated sale to the Authority, as authorized by Act 227, Public Acts of Michigan, 1985, as amended. The City Council determines that the sale and delivery of each series of the Series 2022 Bonds to the Authority as provided in this 2022 Supplemental Ordinance will provide the City with the lowest cost of borrowing money for the Improvements. The sale shall be made pursuant to the terms and conditions to be set forth in a Purchase Contract (the “Purchase Contract”) and a Supplemental Agreement (the “Supplemental Agreement”) related to each series of the Series 2022 Bonds. The Authorized Officer is authorized to execute and deliver the Supplemental Agreement and the Purchase Contract in such forms as shall be approved by the Authorized Officer, with such approval to be evidenced by the Authorized Officer’s signature thereon. Notwithstanding any other provision of this 2022 Supplemental Ordinance, each series of the Series 2022 Bonds shall be initially sold to the Authority as one bond, numbered 1, in the aggregate principal amount of not to exceed the original principal amount of the Series 2022 Bonds. In addition, the Authorized Officer and other City employees and officials are authorized to execute and deliver to the Authority and such certificates and documents as the Authority or bond counsel shall require and to do all other things necessary to effectuate the sale, issuance, delivery, transfer and exchange of each series of the Series 2022 Bonds in accordance with the provisions of this 2022 Supplemental Ordinance. The Authorized Officer is authorized to execute any orders, receipts, agreements, pledge agreements, documents or certificates necessary to complete the transaction, including, but not limited to, any issuers certificate, any certificates relating to federal or state securities laws, rules or regulations, and any revenue sharing pledge agreement. The Authorized Officer is authorized to seek a credit assessment, or similar, from Standard & Poor’s or another nationally recognized rating organization and to execute and file

any applications to the Michigan Department of Treasury, including an Application for State Treasurer's Approval to Issue Long-Term Securities and any other applications to the Michigan Department of Treasury and to seek any waivers from the Michigan Department of Treasury.

Section 14. TAX COVENANT. If any of the Series 2022 Bonds are issued as Tax-Exempt Bonds, the City covenants to comply with all requirements of the Code necessary to assure that the interest on such Series 2022 Bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the City are authorized to do all things necessary to assure that the interest on the applicable series of the Series 2022 Bonds will be and will remain excludable from gross income for federal income tax purposes.

Section 15. EXECUTION OF BONDS. The Mayor or the Mayor Pro Tem, and the Clerk or Deputy Clerk of the City, are hereby authorized and directed to sign each series of the Series 2022 Bonds, either manually or by facsimile signature, on behalf of the City. Upon execution, each series of the Series 2022 Bonds shall be delivered to the purchaser upon receipt of the purchase price or upon compliance with the terms and conditions of the Purchase Contract.

Section 16. CONSTRUCTION FUND. The City Treasurer is hereby directed to create and maintain a construction fund for the Improvements (the "Construction Fund"), into which the proceeds of each series of the Series 2022 Bonds shall be deposited. Such moneys shall be used solely for the purpose for which each series of the Series 2022 Bonds were issued. Any unexpected balance in the Construction Fund remaining after completion of the Improvements may be used for such purposes as allowed by law. After completion of the Improvements and disposition of remaining Series 2022 Bond proceeds, if any, pursuant to the provisions of this Section, the Construction Fund shall be closed.

Section 17. SERIES 2022 BOND PROCEEDS. The proceeds of the sale of each series of the Series 2022 Bonds shall be used solely to pay the eligible costs of the Improvements and any eligible engineering, legal and other expenses incident thereto; provided that the City Council shall not authorize the payment of any such moneys for acquisition and construction of any part of the Improvements until there shall have been first filed with it by the consulting engineer in charge of such work, a written statement to the effect that the sum so to be paid is in full or partial payment of a contractual obligation in connection with the Improvements and that the City has received the consideration for such payment. The statement of the consulting engineer shall also show the cost of acquisition and construction of the Improvements that has theretofore been approved by him for payment and the amount of the balance that will be required for completion of the Improvements.

Section 18. PUBLICATION AND RECORDATION. This 2022 Supplemental Ordinance shall be published once in full in a newspaper of general circulation in the City qualified under state law to publish legal notices, and the same shall be recorded in the records of the City and such recording authenticated by the signature of the City Clerk.

Section 19. ORDINANCE SUBJECT TO MICHIGAN LAW. The provisions of this 2022 Supplemental Ordinance are subject to the laws of the State of Michigan.

Section 20. SECTION HEADINGS. The section headings in this 2022 Supplemental Ordinance are furnished for convenience of reference only and shall not be considered to be a part of this 2022 Supplemental Ordinance.

Section 21. SEVERABILITY. If any section, paragraph, clause or provision of this 2022 Supplemental Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this 2022 Supplemental Ordinance.

Section 22. RATIFICATION OF PRIOR ORDINANCE; CONFLICTING ORDINANCES. The Prior Ordinance, as supplemented by this 2022 Supplemental Ordinance, is hereby ratified and confirmed. All ordinances or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed to the extent of the conflict; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Series 2012 Bond, the Series 2020 Bond or any series of the Series 2022 Bonds.

Section 23. EFFECTIVE DATE OF ORDINANCE. Pursuant to Section 6 of Act 94, this 2022 Supplemental Ordinance shall be approved on the date of first reading, and this 2022 Supplemental Ordinance shall be effective immediately upon its adoption and publication pursuant to Act 94.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 1, 2022

TO: Mayor Eveleth and the Owosso City Council

FROM: City Manager

SUBJECT: Approve sales agreement and development agreement for parcel 050-549-000-008-00

BACKGROUND:

The city received an offer of \$50,000 to purchase 10.85 acres of city-owned property - parcel # 050-549-000-008-00 located to the west of Ginger Square apartments off Penbrook Drive (map attached) . This parcel is zoned residential multi-family (RM1).

RECOMMENDATION:

This offer has been posted for 21 days according to Section 14.3(B)(2) of the city charter governing the sale of real property and no additional offers have been received in that time. Recommendation is to approve the sales agreement with Moxie Holdings, LLC in the amount of \$50,000 as well as the development agreement provided.

RESOLUTION NO.

**RESOLUTION APPROVING A PROPERTY SALE AND DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF OWOSSO AND MOXIE HOLDINGS, LLC
FOR 10.85 ACRES OF VACANT CITY-OWNED RESIDENTIAL PROPERTY
LOCATED OFF PENBROOK DRIVE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, received an offer to purchase parcel # 050-549-000-008-00 for \$50,000 on January 31, 2022 from Moxie Holdings, LLC; and

WHEREAS, the City of Owosso published the offer for 21 days in accordance with City Charter provisions governing sale of City-owned real estate; and

WHEREAS, the 21-day posting period has expired with no additional offers submitted; and

WHEREAS, the property is currently zoned Residential Multi Family RM-1; and

WHEREAS, Moxie Holdings, LLC desires to develop a 120 unit apartment complex on the property; and

WHEREAS, the City of Owosso desires to grant Moxie Holdings, LLC exclusive rights to build said apartment development.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso agrees to sell parcel #050-549-000-008-00 to Moxie Holdings, LLC for the sum of Fifty Thousand Dollars (\$50,000.00), due at the time of closing.
- SECOND: The development agreement between the City of Owosso and Moxie Holdings, LLC, substantially as attached, is hereby approved, including the exclusive right of Moxie Holdings, LLC to develop, market, and sell or lease the resulting finished development located within the City of Owosso.
- THIRD: Construction – to include site preparation – of the property shall commence within 2 years or the City of Owosso has the option to repurchase the site for the purchase price of \$50,000.00.

DEVELOPMENT AGREEMENT

This Development Agreement is entered into this ____ day of March, 2022 by and between Moxie Holdings, LLC ("Moxie") – a Michigan limited liability company – and the City of Owosso ("City").

1. Moxie desires to develop a 120 unit apartment complex on 10.5 acres of Residential Multi-Family zoned property constituting parcel number 050-549-000-008-00 (the "Property").
2. Owosso desires to facilitate the development of this property and recognizes that the development of the property will also increase the local tax base and provide needed housing opportunities in the City.
3. Owosso desires to grant Moxie exclusive rights to develop the Property.
4. The parties desire to memorialize their agreement by entering into this written agreement.

NOW, THEREFORE, in exchange for the mutual covenants and conditions contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The aforementioned Recitals are restated and incorporated herein as material terms to this Agreement.
2. Owosso hereby grants to Moxie the exclusive right to develop, market, and sell or lease the future development located within the City.
3. In exchange for the rights granted to Moxie, Moxie hereby agrees to pay the City the sum of Fifty Thousand Dollars (\$50,000) at the time of closing for the parcel.
4. This Agreement may be terminated by Moxie upon thirty (30) day written notice to the City - including but not limited to any of its municipal bodies - if it acts in any way to restrict the type of development that shall be allowed as a principal use for the Property's Residential Multi-Family zoning designation.
5. The parties represent and warrant that they have the authority to enter into this Agreement.
6. This Agreement shall be governed by the laws of the State of Michigan.
7. Development of the site shall commence within two (2) years or the City has the option to repurchase the site for the purchase price of Fifty Thousand Dollars (\$50,000).
8. This Agreement may be signed in counterparts, and facsimile or electronic signatures shall be treated as originals for all purposes.

AGREED TO, INTENDING TO BE BOUND:

MOXIE HOLDINGS, LLC

CITY OF OWOSSO

By: _____

By: _____

Printed Name: _____

Printed Name: Christopher T. Eveleth, Mayor

By: _____

Printed Name: Amy K. Kirkland, City Clerk



BUY AND SELL AGREEMENT FOR VACANT LAND

Office of MOXIE HOLDINGS, LLC

_____, Broker,

GRAND RAPIDS

(city), Michigan Phone: 989.284.8494

Fax: _____

Email: ERICF@WORKWITHMOXIE.COM

Offer Date: 1-31-2022

4:00 PM (time)

1. **Agency Disclosure.** The undersigned Buyer and Seller each acknowledge the Broker named above is acting as (choose one):
☐ Subagent of the Seller ☒ Agent of the Buyer ☐ Dual Agent (with written, informed consent of both Buyer and Seller)
☐ Other (specify): _____

2. **Buyer's Offer.** The undersigned Buyer hereby offers and agrees to purchase property located in the CITY of
OWOSSO, Shiawassee County, Michigan, commonly known as
PENNBROOK DR, OWOSSO, MI, 48867

Permanent Parcel Number 050-549-000-008-00

and legally described as follows:

PT OF NE 1/4 SEC 26, T7N, R2E, CITY OF OWOSSO COM 66' N & 835' W OF E 1/4 COR SD SEC TO BEG., TH
W 485' TO CEN OF SEC. TH N 974 60' E 485' S TO POB (APPROX 10.85 ACRES)
 (the "Land"), together with all fixtures and improvements situated on the Land (the "Improvements"), all of which is collectively referred to herein as
 the "Premises", except the following:

3. **Purchase Price.** The purchase price for the Property is:
FIFTY THOUSAND

Dollars (\$ 50,000.00).

4. **Payment of Purchase Price and Financing.** Complete subparagraph "A" and subparagraph "B".

Terms of Payment. The purchase price shall be paid at the closing by Buyer to Seller as indicated by "X" below (mark one box or the other under this subparagraph "A").

☒ **Cash.** Buyer shall pay the full purchase price to Seller upon execution and delivery of warranty deed and performance by Seller of the closing obligations specified in this agreement.

☐ **Land Contract.** Buyer shall pay the full purchase price to Seller pursuant to the terms and conditions stated in the Commercial Alliance of REALTORS® Land Contract form, unless the parties mutually agree upon a different form of land contract, upon performance by Seller of the closing obligations specified in this Agreement. The Land Contract shall provide a down payment of \$ _____ and payment of the balance \$ _____ in _____ installments of \$ _____ or more, at Buyer's option, including interest at the rate of _____ % per annum computed monthly, interest to start on date of closing, and first payment to become due _____ after date of closing. The entire unpaid balance will become due and payable _____ months after closing. Seller understands that consummation of the sale or transfer of the Premises shall not relieve Seller of any liability that Seller may have under the mortgage(s) to which the Premises are subject, unless otherwise agreed to by the lender or required by law or regulation.

Financing. Indicate by an "X" below which applies (mark one box or the other under this subparagraph "B").

☒ **No Financing Contingency.** Buyer's obligation to purchase the Premises is not contingent upon Buyer obtaining financing for all or any portion of the purchase price.

☐ **Financing Contingency.** Buyer's obligation to purchase the Premises is contingent upon Buyer obtaining financing for the purchase of the Premises that is acceptable to Buyer, in Buyer's sole and absolute discretion, within _____ () calendar days of the Effective Date of this Agreement (the "Financing Contingency Period"). Buyer agrees to diligently pursue in good faith obtaining financing for the purchase of the Premises. If after making such diligent effort Buyer fails to obtain financing for the purchase of the Premises that is acceptable to Buyer within the Financing Contingency Period, then Buyer may terminate this Agreement without liability and receive a refund of any deposit by delivering a written notice of termination to Seller in accordance with this Agreement within the Financing Contingency Period. If Buyer does not deliver a written notice of termination to Seller within the Financing Contingency Period, then Buyer shall be deemed to have waived this financing contingency.

5. **Survey.** Seller shall provide Buyer with a copy of any existing survey of the Premises that Seller has in Seller's possession within five (5) days of the date of the Effective Date. In addition, (select one of the following):

☒ A new survey:

☐ ALTA showing all easements of record, improvements and encroachments, if any, and completed to the most current ALTA/NSPS Land Title Survey minimum requirements; or

☐ boundary survey with iron corner stakes and with all easements of record, improvements and encroachments, if any; or

☐ A recertified survey; or

☐ No new or recertified survey;

shall be ☒ obtained by Buyer at Buyer's expense; or ☐ provided by Seller to Buyer at Seller's expense, within _____ () calendar days after the title insurance commitment referenced in this Agreement has been provided by Seller to Buyer under the terms of Title Insurance paragraph contained in this Agreement. If Seller is responsible to provide a new or recertified survey under this paragraph and fails to do

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 _____

Buyer's Initials

Seller's Initials

so within the required time, then Buyer may order the required survey at Seller's expense. If the new or recertified survey (or absent such the existing survey, if any) discloses any material and adverse encumbrance that is not acceptable to Buyer, then Buyer shall have the right to object and to terminate this Agreement under the terms and conditions set forth in the Title Insurance paragraph contained in this Agreement; otherwise Buyer's right to terminate this Agreement pursuant to this paragraph shall be deemed to have been waived. Other:

6. **Title Insurance.** At Seller's expense, Seller shall provide Buyer with a standard ALTA owner's policy of title insurance in the amount of the purchase price, effective as of the date of closing. A commitment to issue such policy insuring marketable title (as defined in this Agreement) vested in Buyer, including a tax status report, shall be ordered within seven (7) calendar days after the Effective Date, and shall be delivered, with copies of all title exception documents, as soon as feasible thereafter. (Note that some title commitments do not report on the status of oil, gas, or mineral rights.) If any matter disclosed by the title commitment adversely and materially affects the value of the Premises or Buyer's intended use of the Premises, Buyer shall give Seller written notice of the matter within ten (10) calendar days after copies of both the title commitment (and all exception documents identified in the title commitment) and survey referenced in this Agreement are delivered to Buyer. If Seller fails to cure the matter within ten (10) calendar days of receiving written notice (the "Title Commitment Cure Period"), Buyer shall have the right to terminate this Agreement by giving Seller written notice within ten (10) calendar days after the expiration of the Title Commitment Cure Period, otherwise Buyer's right to terminate this Agreement pursuant to this paragraph shall be deemed to have been waived. Other:

CLOSING THROUGH CHICAGO TITLE AGENCY OF MICHIGAN- SHELLEY MODRAK

7. **Inspections.** By signing this Agreement, Buyer is representing that the Buyer is aware that professional services are commercially available at a fee by experts selected by Buyer. The Buyer has elected to arrange and pay for services/investigations, including, but not limited to, the following:

☐ No Inspections ☒ Soil Borings ☒ Zoning ☒ Site Plan Approval ☒ Utilities ☒ Permitting ☒ Other (specify):

1. ACCEPTABLE CONSTRUCTION COST

2. ACCEPTABLE INFRASTRUCTURE COST TO EXTEND UTILITIES

The Buyer shall have the right to terminate this Agreement if the due diligence results are not acceptable to the Buyer by giving Seller written notice within ONE TWENTY (20) calendar days after the Effective Date of this Agreement, otherwise the right to terminate shall be deemed to have been waived. Buyer agrees that Buyer is not relying on any representation or statement made by Seller or any real estate salesperson (whether made intentionally or negligently) regarding any aspect of the Property or this sale transaction, except as may be expressly set forth in this Agreement, a written amendment to this Agreement, or a disclosure statement separately signed by the Seller. Accordingly, Buyer agrees to accept the Property "as is" and "with all faults" (whether obvious or concealed) except as otherwise expressly provided in the documents specified in the preceding sentence. Other:

8. **Closing Adjustments.** The following adjustments shall be made between the parties by the close of business on the closing date, with Buyer receiving a credit or assuming responsibility, as the case may be, for amounts attributable to time periods following the closing date:
- a. Prepaid rent and Additional Rent (as defined in the paragraph);
 - b. Interest on any existing indebtedness assumed by Buyer;
 - c. Charges for any transferable service contracts assigned to Buyer described in Exhibit D;
 - d. Utility deposits;
 - e. Security deposits;
 - h. Additional Rent (as defined below).

If any tenant is late, delinquent or otherwise in default in the payment of rent on the closing date, Seller shall assign to Buyer the claim for and the right to collect the rent; Buyer shall pay such past due rent to Seller promptly upon receipt; but Buyer shall not be obligated to file suit to collect such rent and shall reassign the claim to Seller on demand. If any tenants are required to pay percentage rent, charges for real estate taxes, insurance, common area maintenance expenses, or other charges of a similar nature ("Additional Rent"), and any Additional Rent is collected by Buyer after closing attributable in whole or in part to any period prior to closing, Buyer shall promptly pay to Seller Seller's proportionate share of the Additional Rent. Other:

9. **Property Taxes.** All property taxes first billed prior to the year of closing will be paid by Seller, without proration. All property taxes billed or to be billed in the year of closing will be paid as follows (choose one):

☐ No Proration:

☐ Buyer ☐ Seller shall pay the taxes billed in July.

☐ Buyer ☐ Seller shall pay the taxes billed in December.

- ☒ **Calendar Year Proration.** Combined per diem tax amount representing both the July bill and the December bill shall be calculated based on a 365 day year. Seller shall be responsible for the per diem total from January 1 to, but not including, the day of closing. Buyer shall be responsible for the difference between the total of the two tax bills and the Seller's share. If the amount of either tax bill is unknown on the day of closing, such amount shall be based on the prior years' tax bill.



Buyer's Initials

Seller's Initials

10. **Special Assessments**, and deferred assessments, whether due in installments or otherwise, which are due and payable on or before the closing shall be paid by the Seller. All other special assessments, including deferred assessments, for improvements, now installed, not yet installed, or in the process of being installed, that are first due and payable after the closing shall be paid by Buyer. Other:

11. **Conveyance.** Upon performance by Buyer of the closing obligations specified in this Agreement, Seller shall convey the marketable title to the Property to Buyer by warranty deed or agree to convey marketable title by land contract or assignment, as required by this Agreement, including oil, gas and other mineral rights owned by Seller, if any, subject only to existing zoning ordinances, and the following matters of record: building and use restrictions, easements, oil and gas leases, and reservations, if any. As used herein, "marketable title" means marketable title within the meaning of the Michigan 40-Year Marketable Title Act (Mich. Comp. Laws §§ 565.101 et seq.).

The following paragraph applies only if the Property includes unplatted land:

Seller agrees to grant Buyer at closing the right to make (insert number) _____ division(s) under Section 108 (2), (3) and (4) of the Michigan Land Division Act. (If no number is inserted, the right to make divisions under the sections referenced above stays with any remainder of the parent parcel retained by Seller. If a number is inserted, Seller retains all available divisions in excess of the number stated; however, Seller and/or Broker do not warrant that the number of divisions stated is actually available.) If this sale will create a new division, Seller's obligations under this Agreement are contingent on Seller's receipt of municipal approval, on or before _____ (date), of the proposed division to create the Premises. Other:

12. **Warranties of Buyer.** Except as otherwise provided or acknowledged in this Agreement, Buyer represents and warrants to Seller as follows:

- a. The performance of the obligations of Buyer under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to Buyer.
- b. There is no litigation or proceeding pending, or to Buyer's knowledge threatened, against or involving Buyer, and Buyer does not know or have reason to know of any ground for any such litigation or proceeding, which could have an adverse impact on Buyer's ability to perform, or Seller's interests, under this Agreement.
- c. In entering into this Agreement, Buyer has not relied upon any written or verbal representations made by Seller or any representative of Seller, including any real estate salesperson, regarding the Property or any aspect of this transaction, which are not expressly set forth in this Agreement.
- d. Other:

13. **Warranties of Seller.** Except as otherwise provided or acknowledged in this Agreement, Seller represents and warrants to, and agrees with Buyer as follows:

- a. Seller's interest in the Property shall be transferred to Buyer on the closing date, free from liens, encumbrances and claims of others.
- b. The performance of the obligations of Seller under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to Seller or the Property.
- c. There is no litigation or proceeding pending or to Seller's knowledge threatened against or involving Seller or the Property, and Seller does not know or have reason to know of any ground for any such litigation or proceeding which could have an adverse impact on Seller's ability to perform under this Agreement or that could adversely affect Buyer's title or use of the Property.
- d. Seller shall continue to operate the Property in the ordinary course of business and maintain the Property in a state of good condition and repair during the interim between the signing of this Agreement and the closing date.
- e. If a statement(s) of income and expense with respect to the operation of the Property is (are) described in Exhibit B, such statement(s) is (are) accurate for the period(s) designated in the statement(s).
- f. The information concerning written leases and tenancies not arising out of written leases described in Exhibit B is accurate as of the Effective Date, and there are no leases or tenancies with respect to the Premises other than those described in Exhibit B (the "Leases"). The warranties in this paragraph do not apply to oil and gas leases, if any. Except as otherwise described in the documents that will be delivered pursuant to the index of Exhibits:
 - (1) All of the Leases are in full force and effect, no party thereto is in material default thereunder, and none of them have been modified, amended, or extended beyond what will be delivered per Exhibit B; with respect to renewal or extension options, options to purchase the Premises, advance payments in excess of one month, common area maintenance and utility fees, and security deposits, these items are set forth in the written leases described in Exhibit B.
 - (2) The rents set forth are being collected on a current basis and there are no arrearages;
 - (3) No real estate brokerage commission will become owing in the event of any tenant's exercise of any existing option to renew the term of any lease or purchase of the Premises.
- g. With respect to underlying land contracts or mortgages, the sale will not accelerate indebtedness, increase interest rates, or impose penalties and sanctions.
- h. Seller is without personal knowledge as to the presence on the Property of any toxic or hazardous substances or of any underground storage tanks.
- i. Other:

PENNBROOK DR, OWOSSO, MI



Buyer's Initials

Seller's Initials

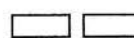
14. **Damage to Business.** If between the Effective Date and the closing date, all or any part of the Property is damaged by fire or natural elements or other causes beyond Seller's control that cannot be repaired prior to the closing date, or any part of the Property is taken pursuant to any power of eminent domain, Seller shall immediately notify Buyer or such occurrence, and either Seller or Buyer may terminate this Agreement by written notice to the other within fifteen (15) days after the date of damage or taking. If neither elects to terminate this Agreement, there shall be no reduction in the purchase price and, at closing, Seller shall assign to Buyer whatever rights Seller may be with respect to any insurance proceeds or eminent domain award.
15. **Closing.** The closing shall be held on or before 6-29-2022 (date) and as promptly as practical after all necessary documents have been prepared. An additional period of THIRTY (30) days shall be allowed for closing to accommodate delays in title work or the correction of title defects and/or survey problems which can be readily correctable, delays in obtaining any required inspections, surveys or repairs, delays in completing Environmental Site Assessments, Baseline Environmental Assessment or Due Care Plan/Section 7a Compliance Analysis (if such assessments or plans were ordered in a timely manner), or if the terms of purchase require participation of a lender and the lender has issued a commitment consistent with the requirement but is unable to participate in the closing on or before the required date.
16. **Possession.** Seller shall tender to Buyer possession of the Property upon completion of the closing, subject to all existing leases and rights of tenants in possession. Other:
17. **Seller's Closing Obligations.** At closing, Seller shall deliver the following to Buyer:
- The warranty deed, land contract or assignment of land contract required by this Agreement.
 - A bill of sale for any Personal Property (described in Exhibit "D").
 - A written assignment by Seller of Seller's interest in all leases and a transfer to Buyer of all security deposits, accompanied by the original or a true copy of each lease.
 - An assignment of all Seller's rights under any Service Contracts described in Exhibit C which are assignable by their terms and which Buyer wishes to assume, together with an original or true copy of each Service Contract assigned.
 - A notice to any tenants advising the tenants of the sale and directing that future payments be made to Buyer.
 - An accounting of operating expenses including, but not limited to, CAM, taxes, insurance and Additional Rent, collected in advance or arrears, spent or not yet spent by Seller, showing an accurate allocation between the parties pursuant to the leases.
 - Payment of the County and State real estate transfer tax.
 - Any other documents required by this Agreement to be delivered by Seller.
18. **Buyer's Closing Obligations.** At closing, Buyer shall deliver to Seller the following:
- The cash portion of the purchase price specified in this Agreement shall be paid by cashier's check or other immediately available funds, as adjusted by the apportionments and assignments in accordance to this Agreement.
 - A written assumption by Buyer of the obligations of Seller under the leases arising after closing, including an acknowledgement of the receipt of all security deposits.
 - Any other documents required by this Agreement to be delivered by Buyer.
19. **1031 Tax Deferred Exchange.** Upon either party's request, the other party shall cooperate and reasonably assist the requesting party in structuring the purchase and sale contemplated by this Agreement as part of a tax deferred, like-kind exchange under Section 1031 of the Internal Revenue code of 1986, as amended; provided, however, that in connection therewith, the non-requesting party shall not be required to (a) incur any additional costs or expenses; (b) take legal title to additional real property (i.e. the requesting party's "replacement property" or "relinquished property"); or (c) agree to delay the closing.
20. **Notices.** Any notice required or permitted to be given hereunder shall be deemed to have been properly given, if in writing and delivered to the parties at the addresses shown below, and shall be deemed received (a) upon delivery, if delivered in person or by facsimile transmission, with receipt thereof confirmed by printed facsimile acknowledgement, (b) one (1) business day after having been deposited for next day overnight delivery with a nationally recognized overnight courier service, (c) two (2) business days after having been deposited in any U.S. post office or mail depository and sent by certified mail, postage paid, return receipt requested, or (d) upon sending, if sent by email (with a confirmation copy sent the same day by overnight delivery).
21. **Authority of the Parties.** Each of the undersigned individuals who have signed this Agreement on behalf of Seller and Buyer entities represent and warrant that he/she is authorized to sign this Agreement on behalf of such party and to bind such party to the requirements of this Agreement.
22. **Additional Acts.** Buyer and Seller agree to execute and deliver such additional documents and to perform such additional acts after the closing as may become necessary to effectuate the transfers contemplated by this Agreement.
23. **Entire Agreement.** This Agreement contains the entire agreement of the parties with respect to the sale of the Property. All contemporaneous or prior negotiations have been merged into this Agreement. This Agreement may be modified or amended only by written instrument signed by the parties to this Agreement. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.
24. **Earnest Money.** Buyer gives _____, Broker, _____ (____) days to obtain the written acceptance of this offer and agrees that this offer, when accepted by Seller, will constitute a binding agreement between Buyer and Seller. Buyer shall deposit \$ 5,000.00 with CHICAGO TITLE, Escrow Agent, [insert name of Broker, Title Company or other] ☐ with this offer or ☒ within TEN (10) days after acceptance of this offer, evidencing Buyer's good faith, to be held by the Escrow Agent and to apply to the purchase price or the down payment portion thereof where applicable. If this offer is not accepted, or the title is not marketable, or if the purchase is contingent upon conditions specified that cannot be met, this deposit shall be promptly refunded. If the Buyer defaults, all deposits made may be forfeited as liquidated damages at Seller's election, or alternatively, Seller may retain the deposits as part payment of the purchase price and pursue Seller's legal or equitable remedies against Buyer. If the sale is not closed according to its terms, the selling Broker may notify Buyer(s) and Seller(s) of Escrow Agent's intended disposition of earnest deposit, and all parties shall be deemed to have agreed to the disposition of the earnest money deposit unless Escrow Agent is notified of a court action pending concerning this sale or disposition of earnest money within thirty (30) days after notice to the parties.

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Seller's Initials

25. **Disclosure of Price and Terms.** The purchase price and the terms of this sale may be disclosed by the Commercial Alliance of REALTORS® Multiple Listing Service (CARWM) in the ordinary conduct of its business. Deletion of this paragraph shall not be considered a counter offer that would require a counter acceptance.
26. **Credit Reports.** Buyer consents that, if not otherwise prohibited, the Broker(s) may give Seller information about the Buyer contained in a credit report that may be furnished to the Broker(s) by a credit reporting agency.
27. **Advice of Counsel.** Buyer acknowledges that the Broker has recommended that the parties retain an attorney or attorneys to review the terms of this Agreement.
28. **Attorneys' Fees.** In the event of litigation arising from the failure or alleged failure of either party to perform its obligations under this Agreement, the party prevailing in that litigation (including appeals of all levels) shall be entitled to collect its court costs and reasonable attorneys' fees incurred in connection with such litigation from the other party. The provisions of this Section shall survive Closing or termination of this Agreement.

29. Environmental.

A. Notice to buyers and sellers (environmental risks).

Whenever real property is acquired or occupied, the buyer incurs some degree of risk with regard to potential environmental contamination and/or protected natural resources on the property. Various federal, state, and local laws may impose liability upon the buyer for the remediation of the contamination even though the buyer did not cause it, or may restrict the buyer's ability to fully develop or utilize the property. Such risk can be minimized through the performance of environmental due diligence. Additionally, sellers are advised that they may have an obligation to provide certain environmental information and/or disclosures to prospective buyers. The failure to provide such information or disclosures may subject a seller to potential liability or result in the loss of certain liability protections.

No real estate brokers/salespersons in this transaction possess the expertise necessary to assess the nature or extent of these environmental risks or to determine the presence of environmental contamination or protected natural resources. The real estate brokers/salespersons involved in this transaction do not make independent investigations as to environmental contamination or protected natural resources with respect to any property, and they make no representations regarding the presence or absence, now or in the past, of environmental contamination. It is therefore prudent for each party to this transaction to seek legal and technical counsel from professionals experienced in environmental matters to provide an evaluation of the environmental risks associated with the transaction.

B. Environmental reports and assessments.

- (1) Within ONE TWENTY (120) calendar days of the Effective Date, Seller shall deliver to Buyer copies of any existing reports, data, plans, permits, notices and/or information in Seller's possession relating to environmental matters pertaining to the Premises ("Seller's Environmental Documents").
- (2) Buyer shall have a period of ONE TWENTY (120) calendar days after the Effective Date to evaluate environmental matters relating to the Premises ("Environmental Due Diligence Period"). Buyer and Buyer's agents shall have the right to enter upon the Premises during the Environmental Due Diligence Period during reasonable business hours for the purpose of conducting, at Buyer's expense, any environmental assessments of the Premises that Buyer deems appropriate, which assessments may include, but shall not be limited to, a Phase I Environmental Site Assessment, Transaction Screen, and/or evaluation of other regulated conditions or matters such as wetlands, asbestos containing materials, mold, or lead based paint ("Environmental Assessments"). The Environmental Assessments may not include the collection or analysis of samples of soil, groundwater, soil gas, indoor air, surface water, building components or any other environmental medium unless Buyer obtains prior written consent from Seller, which consent shall not be unreasonably withheld, delayed or conditioned. Buyer agrees that the Environmental Assessments shall not unreasonably interfere with the rights of Seller or any tenants in possession and Seller agrees to reasonably cooperate and to request that its tenants reasonably cooperate with the Environmental Assessments.
- (3) Buyer shall have the right to terminate this Agreement if Seller's Environmental Documents or the Environmental Assessments are not acceptable to Buyer by delivering written notice to Seller prior to the expiration of the Environmental Due Diligence Period. If Buyer determines that any additional environmental due diligence activities (including, but not limited to, any additional environmental investigations, reports, approvals or permits) are warranted, then Buyer may provide Seller with a proposed amendment to this Agreement to extend the Environmental Due Diligence Period to allow Buyer to conduct such activities. If Buyer does not deliver a termination notice or proposed amendment to Seller prior to the expiration of the Environmental Due Diligence Period, then Buyer shall be deemed to have waived any objections to environmental matters relating to the Premises. If Buyer provides Seller with a proposed amendment to this Agreement, then Seller shall have a period of TWENTY (20) calendar days to execute or negotiate mutually acceptable terms for such amendment, otherwise Buyer may, but shall not be obligated to, terminate this Agreement by delivering written notice to Seller with two (2) calendar days after Seller's deadline for executing or negotiating an amendment to this Agreement.
- (4) If the Environmental Assessments cause any damage to the Premises, Buyer agrees to reasonably restore the Premises to the condition that existed prior to such damage. The restoration obligation does not require the remediation of any existing environmental condition. Buyer shall indemnify, defend and hold Seller and Broker harmless from and against any damage to persons or property caused by Buyer or Buyer's agents in conducting the Environmental Assessments.

C. Nondisclosure.

- (1) If Seller's Environmental Documents or the Environmental Assessments identify the Land as a "facility" as defined in Part 201 of Michigan's Natural Resources and Environmental Protection Act, Public Act 451 of 1994, as amended ("NREPA") or a "site" as defined in Part 213 of NREPA, then Buyer may conduct a Baseline Environmental Assessment ("BEA") and/or a Due Care Plan ("DCP"); provided, however, that Buyer may not submit or otherwise disclose such BEA, DCP, or similar report (e.g., a response activity plan) to the Michigan Department of Environmental Quality prior to closing unless Buyer obtains prior written consent from Seller.
- (2) If Buyer exercises its right to terminate this Agreement pursuant to subparagraph b(3) above, Buyer shall not disclose Seller's Environmental Documents or the Environmental Assessments to any third party unless required by mandatory disclosure pursuant to legal process. At Seller's request, Buyer shall provide copies of any Environmental Assessments to Seller.

D. Other:

30. **Brokerage Fee.** Seller and/or Buyer agree(s) to pay the broker(s) involved in this transaction a brokerage fee as specified in any agency agreement or other written agreement between them. In the event no such agreement exists, ☒ Buyer ☐ Seller agrees to pay a brokerage fee of \$1,500.00 TO MOXIE HOLDINGS, LLC. This brokerage fee shall be paid in full promptly after it is earned, but not later than closing. Unless otherwise previously agreed, Buyer and/or Seller agree(s) that the brokerage fee may be shared by the recipient with any cooperating broker who participates in the sale, in such amount as the recipient decides, without further disclosure to or consent from Buyer and/or Seller. Seller and Buyer agree that the broker(s) involved in this transaction is/are an intended third party beneficiary entitled to enforce the obligation set forth herein to pay the brokerage fee. Other:

31. **Other Provisions:**

1. BUYER WOULD LIKE TO IMMEDIATELY PURSUE THE PURCHASE OF THE ADJACENT LAND OWNED BY SELLER UPON PROPER REZONING, LAND SPLIT AND SITE PLAN APPROVAL FOR THE SUM OF \$30,000.00. AREA TO BE SPLIT OFF IS HIGHLIGHTED AND LABELED "FUTURE EXPANSION".

2. BUYER UNDERSTANDS THAT SELLER RESPONSE TO THIS OFFER MAY BE DELAYED DUE TO THE REQUIRED POSTING OF THE OFFER TO THE PUBLIC.

3. BUYER IS WILLING, AND WOULD LIKE TO MEET WITH SELLER TO DEMONSTRATE THEIR KNOWLEDGE AND EXPERIENCE IN MULTI-FAMILY HOUSING. DEVELOPMENT PARTNERS WITHIN THE BUYING ENTITY HAVE DEVELOPMENT MORE THAN 2,000 UNITS IN THE STATE OF MICHIGAN.

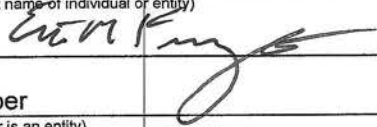
32. **Effective Date.** For purposes of this Agreement, the phrase, "Effective Date of this Agreement" ("Effective Date") shall be the date upon which this Agreement is fully executed.

33. **Index of Exhibits.** Seller to furnish within the calendar days from effective date as specified below:

Not Applicable	Attached	Exhibit #	Subject	Exhibit to be furnished within <u>10</u> number of calendar days
		A	Disclosure Regarding Real Estate Agency Relationships	
		B	Income and Expense with respect to the operation of the Premises	
		C	Written leases and any tenancies not arising out of written leases	
		D	Service Contracts	
		F	Addendum	
	X	H	GIS REPORT OF SUBJECT PARCEL	
	X	I	DIAGRAM TO PURCHASE ADJACANT LAND	

34. By signing below, Buyer acknowledges having read this Agreement and authorizes delivery of this Agreement to Seller.

Buyer: MOXIE Development LLC OR ASSIGNS
(print name of individual or entity)

Signature: 

Its: Member
(if Buyer is an entity)

Buyer's Address: 3520 Davenport Ave.
Saginaw, MI 48602

Buyer: _____
(print name of individual or entity)

Signature: _____

Its: _____
(if Buyer is an entity)

Bus. Phone: _____ Fax: _____

Email: _____

35. SELLER'S ACCEPTANCE

Date: _____ Time: _____

The above offer is hereby accepted ☐ as written ☐ modified as follows:

By signing below, Seller acknowledges having read and authorizes delivery of this Agreement to Buyer. If this Agreement is signed by Seller without any modifications, the date Seller signs becomes the Effective Date. If this Agreement is signed by Seller subject to any modifications, Seller gives Broker above named until _____ (time) _____ (date) to obtain Buyer's written acceptance of Seller's counter offer.

Seller: _____
(print name of individual or entity)Seller: _____
(print name of individual or entity)

Signature: _____

Signature: _____

Its: _____
(if Seller is an entity)Its: _____
(if Seller is an entity)

Seller's Address: _____

Bus. Phone: _____ Fax: _____

Email: _____

36. BUYER'S RECEIPT OF ACCEPTANCE

Date: _____ Time: _____

Buyer acknowledges receipt of Seller's acceptance of Buyer's offer. If Seller's acceptance of Buyer's offer was subject to a counter offer, Buyer agrees to accept the terms of the counter offer:

☐ as written (with all other terms and conditions of Buyer's offer remaining unchanged); or ☐ modified as follows:

If Buyer is accepting a counter offer from Seller as written, the date Buyer signs below becomes the Effective Date. If Buyer is accepting Seller's counter offer subject to any modifications, Buyer gives Broker above named until _____ (time) _____ (date) to obtain Seller's written acceptance of Buyer's counter offer.

Buyer: _____
(print name of individual or entity)Buyer: _____
(print name of individual or entity)

Signature: _____

Signature: _____

Its: _____
(if Buyer is an entity)Its: _____
(if Buyer is an entity)**37. SELLER'S RECEIPT OF ACCEPTANCE**

Date: _____ Time: _____

Seller acknowledges receipt of a copy of Buyer's acceptance of Seller's counter offer (if Seller made a counter offer), or Seller agrees to accept the terms of Buyer's counter offer as written. If Seller is accepting the terms of Buyer's counter offer as written, then the date Seller signs below becomes the Effective Date.

Seller: _____
(print name of individual or entity)Seller: _____
(print name of individual or entity)

Signature: _____

Signature: _____

Its: _____
(if Seller is an entity)Its: _____
(if Seller is an entity)

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Buyer's Initials



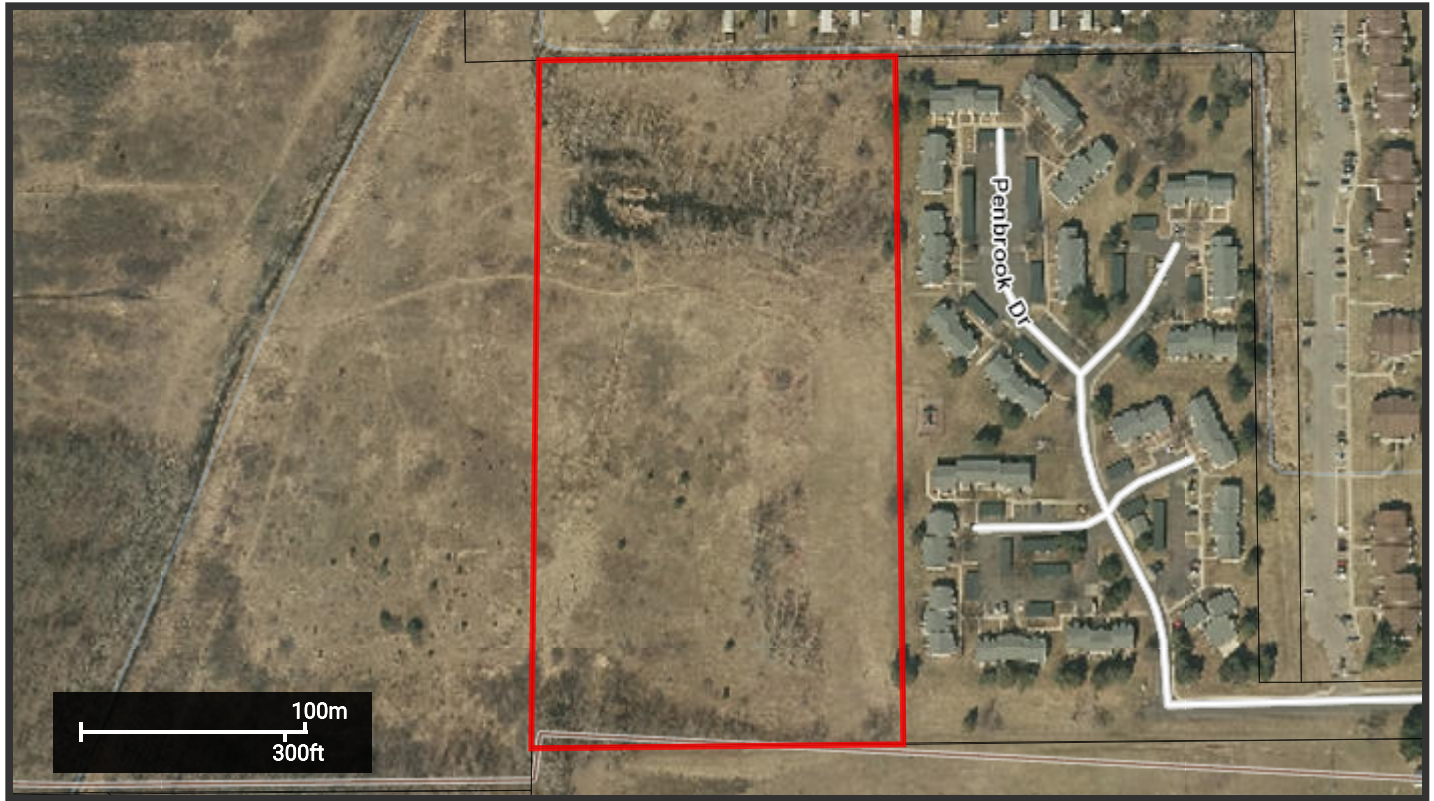
Seller's Initials

EXHIBIT H



Shiawassee GIS

Parcel Report: 050-549-000-008-00



Property Address

PENNBROOK DR
OWOSSO, MI, 48867

Owner Address

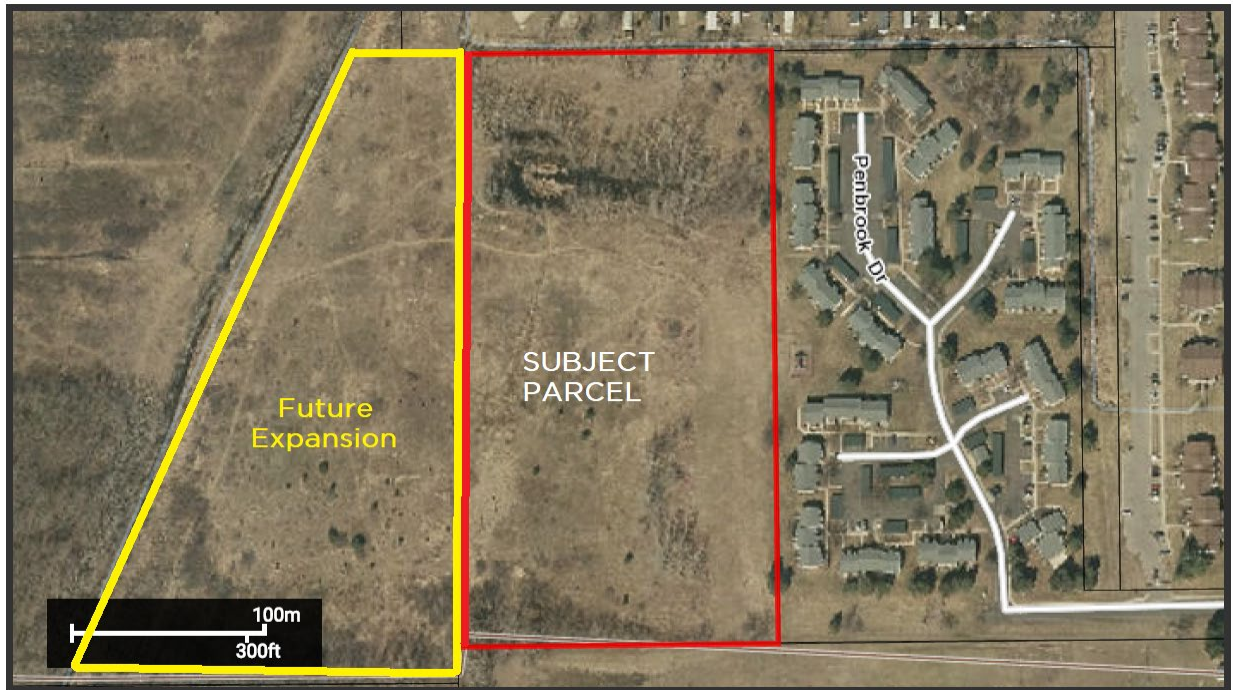
CITY OF OWOSSO
--
301 W MAIN ST
OWOSSO, MI 48867-2999

Unit:	050
Unit Name:	CITY OF OWOSSO

General Information for 2021 Tax Year

Parcel Number:	050-549-000-008-00
----------------	--------------------

EXHIBIT I





301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: February 18, 2022

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Single Audit Act Compliance – Fiscal Year Ending 6/30/2021

The Federal Single Audit required for the Fiscal Year Ended 6/30/2021 has been completed and submitted to the Federal Audit Clearing House.

The single audit is a schedule of expenditures of federal awards received by the City of Owosso that were analyzed as required by Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. Such analysis is not required to be a part of the basis financial statements.

A single audit was required because the City of Owosso received more than \$750,000 in federal dollars during the last fiscal year. For the fiscal year ending 6/30/2021 the city had total expenditures equaling \$3,008,739 in federal awards of which \$2,528,548 came from the Clean Water State Revolving Funds Program.

RESOLUTION NO.

**RESOLUTION ACCEPTING AND PLACING ON FILE
THE CITY OF OWOSSO SINGLE AUDIT ACT COMPLIANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

WHEREAS, the Owosso City Charter requires an independent audit be made of all accounts of the city government at the close of each fiscal year per Section 8.14; and

WHEREAS, the city of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the city of Owosso is required by Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, to complete a single audit when more than \$750,000 of federal funding is received in a fiscal year; and

WHEREAS, the city of Owosso employed Gabridge & Company PLC, certified public accountants, to audit the financial records of the city of Owosso for the fiscal year ending June 30, 2021, including the preparation of a single audit, and such audit has been completed and is presented this date to the city council.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso, Single Audit Act Compliance for the Fiscal Year Ended June 30, 2021, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.

SECOND: A copy of the City of Owosso, Single Audit Act Compliance for the Fiscal Year Ended June 30, 2021 will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

EXHIBIT A



**CITY OF OWOSSO
SHIAWASSEE COUNTY, MICHIGAN
SINGLE AUDIT ACT COMPLIANCE
YEAR ENDED JUNE 30, 2021**

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INDEPENDENT AUDITOR'S REPORT ON THE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE

To the City Council
City of Owosso, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discreetly presented component units, each major fund, and the aggregate remaining fund information of City of Owosso, Michigan (the "City") as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated December 29, 2021, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



Gabridge & Company, PLC
Grand Rapids, MI
February 16, 2022

City of Owosso
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2021

<i>Federal Agency / Cluster / Program Title</i>	<i>Federal CFDA Number</i>	<i>Passed Through</i>	<i>Pass-through / Grantor Number</i>	<i>Federal Expenditures</i>
U.S. Department of Environmental Protection Agency				
<i>Clean Water State Revolving Fund Cluster</i>				
Capitalization Grants for Clean Water State Revolving Funds	66.458	Michigan Department of Environmental Quality	5699-01	\$ 792,733
Capitalization Grants for Clean Water State Revolving Funds	66.458	Michigan Department of Environmental Quality	5691-01	1,735,815
Total U.S. Department of Environmental Protection Agency				<u>2,528,548</u>
U.S. Election Assistance Commission				
Help America Vote Act (HAVA) Election Security Grants	90.404	Michigan Department of State	n/a	<u>1,800</u>
Total U.S. Election Assistance Commission				<u>1,800</u>
U.S. Department of Treasury				
COVID-19 - First Responder Hazard Pay Premiums Program (FRHPPP)	21.019	Michigan Department of Treasury	FRHPPP 09-20-78-2040	36,000
COVID-19 - Public Safety and Public Health Payroll Reimbursement Program (PSPHPR)	21.019	Michigan Department of Treasury	PSPHPR 09-20-78-2040	240,394
COVID-19 - Public Safety and Public Health Payroll Reimbursement Program (PSPHPR)	21.019	Michigan Department of Treasury	PSPHPR 05-21-78-2040	79,954
COVID-19 - Coronavirus Relief Local Government Grants (CRLGG)	21.019	Michigan Department of Treasury	78-2040-CRLGG	109,198
Total U.S. Department of Treasury				<u>465,546</u>
U.S. Department of Justice				
Bulletproof Vest Partnership Program	16.607	Direct	n/a	1,625
COVID-19 - Coronavirus Emergency Supplemental Funding (CESF) Program	16.034	Michigan State Police	2020-VD-BX-0434	11,220
Total U.S. Department of Justice				<u>12,845</u>
Total Expenditures of Federal Awards				<u>\$ 3,008,739</u>

See Notes to the Schedule of Expenditures of Federal Awards

City of Owosso

Notes to the Schedule of Expenditures of Federal Awards

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of the City of Owosso (the "City") under programs of the federal government for the year ended June 30, 2021. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting, which is described in Note 1 to the City's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where applicable and have been identified in the Schedule.

The City has elected not to use the 10-percent de minimus indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Reconciliation to the Schedule of Expenditures of Federal Awards

The following schedule reconciles total expenditures of federal awards from the Schedule to the financial statements:

Intergovernmental revenues reported in the governmental fund financial statements:	\$ 4,940,280
Subtract: state and local sources	(4,460,089)
Add: bond proceeds	2,528,548
<i>Total expenditures of federal awards:</i>	<u>\$ 3,008,739</u>

City of Owosso

Notes to the Schedule of Expenditures of Federal Awards

Note 4 - Outstanding Bonds Payable

The City has outstanding loans under the U.S. Department of Environmental Protection Agency revolving loan funds as follows:

Business-type Activities:	Beginning Balance	Additions *	Ending Balance	Due Within One Year
<i>State Revolving Fund Bonds Payable</i>				
State Revolving Fund 2020 Collection System, \$1,340,000 due in annual installments of \$55,000 to \$80,000 through October 1, 2040, interest at 2.00%, payable semi-annually.	\$ 45,507	\$ 948,755	\$ 994,262	\$ 55,000
State Revolving Fund 2020 Wastewater Treatment System, \$2,145,000 due in annual installments of \$90,000 to \$130,000 through October 1, 2040, interest at 2.00%, payable semi-annually.	54,429	2,090,571	2,145,000	90,000
<i>Total State Revolving Fund Bonds Payable</i>	<u>\$ 99,936</u>	<u>\$ 3,039,326</u>	<u>\$ 3,139,262</u>	<u>\$ 145,000</u>

* Includes both state and federal revolving loan funds.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT
AUDITING STANDARDS*

To the City Council
City of Owosso
Owosso, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Owosso (the "City"), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 29, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in dark ink that reads "Gabridge & Company". The script is cursive and fluid, with the ampersand clearly visible.

Gabridge & Company, PLC
Grand Rapids, MI
February 16, 2022

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE
UNIFORM GUIDANCE

To the City Council
City of Owosso
Owosso, Michigan

Report on Compliance for Each Major Federal Program

We have audited the City of Owosso (the "City") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2021. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Gabridge & Company, PLC
Grand Rapids, MI
February 16, 2022

City of Owosso
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2021

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued	Unmodified
Internal controls over financial reporting	
Material weaknesses identified?	No
Significant deficiencies identified not considered to be material weaknesses?	No (none reported)
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs	
Material weaknesses identified?	No
Significant deficiencies identified not considered to be material weaknesses?	No (none reported)

Type of auditor's report issued on compliance for major programs	Unmodified
--	------------

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516?	No
---	----

Identification of Major Programs

Name of Federal Program or Cluster	CFDA Number
Capitalization Grants for Clean Water State Revolving Funds	66.458
Dollar threshold used to distinguish between Type A and B programs?	\$750,000
Auditee qualified as a low-risk auditee?	No

SECTION II - FINANCIAL STATEMENT FINDINGS
--

No matters were reported.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS
--

No findings or questioned costs.

SECTION IV - SUMMARY OF PRIOR AUDIT FINDINGS

No prior audit findings were reported.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: February 28, 2022

TO: Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Small Cell Wireless Facilities Permit – Verizon Wireless – 216 East Exchange Street

RECOMMENDATION:

Approval of the Small Cell Wireless Facilities Permit application from Verizon Wireless for the colocation of a new small cell wireless facility on an existing Consumers Energy utility pole at 216 East Exchange Street.

BACKGROUND:

On February 9, 2022, Verizon Wireless submitted an application seeking a small cell wireless facilities permit to place an antenna on an existing Consumers Energy utility pole at 216 East Exchange Street.

The applicant has submitted the required documents. City staff has reviewed and recommends approval of the plans and permit application from Verizon Wireless for the colocation of a small cell wireless facility on an existing Consumers Energy utility pole at 216 East Exchange Street.

FISCAL IMPACTS:

The City receives a \$1,000 administration review fee, plus a fee for each small cell wireless facility permit application (ranging from \$200 to \$1,000 each), and up to \$125 per year renewal on each small cell facility.

ATTACHMENTS:

- (1) Resolution Approving Small Cell Wireless Permit Application from Verizon Wireless.
- (2) Small Cell Wireless Permit Application (and supporting documents) from Verizon Wireless

RESOLUTION NO.

**GRANTING A SMALL CELL WIRELESS FACILITIES PERMIT
BY THE CITY OF OWOSSO TO VERIZON WIRELESS FOR
INSTALLATION AND COLOCATION OF A SMALL CELL WIRELESS FACILITY ON AN
EXISTING CONSUMERS ENERGY UTILITY POLE IN THE CITY'S RIGHT-OF-WAY**

Whereas, on February 9, 2022 the city of Owosso received a Small Cell Wireless Facilities permit application from Verizon Wireless, 24242 Northwestern Hwy., Southfield, Michigan, 48075; and

Whereas, as provided for under the Small Cell Wireless Communications Facilities Deployment Act, Act 365 of 2018, and City of Owosso Ordinance No. 813 adopted on November 2, 2020, Verizon Wireless is seeking a Small Cell Wireless Facilities Permit to collocate a small cell facility on an existing Consumers Energy utility pole in the city's right-of-way in accordance with plans as submitted.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso hereby grants a Small Cell Wireless Facilities Permit to Verizon Wireless under the terms and conditions set forth in the permit. Said permit grants to Verizon Wireless the collocation of the small cell wireless facility on a Consumers Energy utility pole as permitted within the city's right-of-way at 216 East Exchange Street.



VZW-16441

City of Owosso
301 W Main St.
Owosso, MI 48867
989-725-0535

**SMALL CELL WIRELESS FACILITIES
PERMIT APPLICATION**

The packet must be filled out completely and returned to the City with applicable fees. Wireless facilities, support structures, and utility poles may not be installed, used, operated, or maintained in the public right-of-way without first obtaining a permit and other necessary approvals from the City.

<input checked="" type="checkbox"/> Completed Application Packet	<input checked="" type="checkbox"/> Photo Simulations of existing and proposed conditions
<input checked="" type="checkbox"/> Written permission from owner of pole/structure	<input checked="" type="checkbox"/> Evidence of insurance naming the City as additional insured AND performance bond in the amount of \$1,000 per small cell wireless facility included in this application for permit
<input type="checkbox"/> Site specific structural integrity analysis prepared by a structural engineer Provided by C.E.	<input checked="" type="checkbox"/> Certificate of Compliance with FCC radio frequency emission regulations
<input checked="" type="checkbox"/> Scaled Site Plan from a licensed structural engineer for each proposed small wireless facility	<input checked="" type="checkbox"/> The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility
<input checked="" type="checkbox"/> A proposed schedule for the installation and completion of each small cell facility covered by the application and restoration of the right-of-way	<input type="checkbox"/> Copy of all other permits related to the deployment, including any applicable METRO Act application and permit
<input checked="" type="checkbox"/> Application fee(s) Determined after review	<input type="checkbox"/> Traffic control plan

1. APPLICANT INFORMATION:

Name of Carrier/Wireless Provider: Verizon Wireless

Resident Agent Name: David Haslinger

Address: 24242 Northwestern Hwy, Southfield, MI 48075

Phone: 248-672-9698

Email: david.haslinger@verizonwireless.com

Name of Applicant (if different from above): Lane Holiman

Applicant address: 1961 Northpoint Blvd., STE 130, Hixson, TN 37343

Phone: 954-627-2999

Email: lane.holiman@telecadsiteacq.com

2. EMERGENCY CONTACTS:

Name: *same as applicant*

Phone/Cell:

Email:

Name:

Phone/Cell:

Email:

3. POLE/STRUCTURE OWNER CONTACT:		
Name: Consumers Energy		
Address: One Energy Plaza, Jackson, MI 49201		
Phone/Cell: 800-477-5050		
Email:		
Written authorization letter from owner provided?	<input checked="" type="radio"/> YES	<input type="radio"/> NO
4. CONTRACTOR INFORMATION:		
Name: TBD		
Address:		
Phone/Cell:		
Email:		

5. NO PERMIT OR FEE REQUIREMENT:				
<ul style="list-style-type: none"> Replacement of similar size small wireless facility: 				
			Existing Small Wireless Facility	Replacement Facility
	size of each antenna (cubic feet)		2.74	
	number of antenna		1	
	size of associated facilities (cubic volume)		3.53	
	total weight of facilities and antenna on structure or pole			
	<ul style="list-style-type: none"> Routine maintenance of small wireless facilities, structure, pole (please describe): 			
	<ul style="list-style-type: none"> Micro wireless facility on cable suspension between poles/structures (installation, placement, maintenance, operation, replacement): 			
6. POLE/STRUCTURE/EQUIPMENT INFORMATION:				
new poles/structure construction?			YES	<input checked="" type="radio"/> NO
collocating?			<input checked="" type="radio"/> YES	NO
	Pole/Structure	Antenna (provide information for each antenna)	Ground mounted equipment	Pole Mounted Equipment (other than antenna)
Manufacturer		Commscope		See C2 Page on
Model no.		NNV4SSP-360S-F4-V4		Construction Drawings
Height	37'.2"	14.6		
Width		14.6"		
Depth		14.6		
Weight		39.904		
Volume (cubic feet)		2.74		
Number of antenna		1		
Does the antenna increase the total height of the pole/structure?		yes		
By how many feet?		3.2'		

7. TYPE OF FACILITY

<input checked="" type="checkbox"/> Existing pole/structure	<input type="checkbox"/> New/replacement pole/structure	<input type="checkbox"/> Eligible facilities request	<input type="checkbox"/> Collocation of wire facilities (not small wireless or eligible facilities request)	<input type="checkbox"/> New/replacement structure pole/structure (not small wireless or eligible facilities request)
<input type="checkbox"/> Other	<input type="checkbox"/> Electric & gas public utilities	<input type="checkbox"/> Local exchange carriers	<input type="checkbox"/> Fiber providers	<input type="checkbox"/> Cable TV video
Total weight and cubic feet of all antenna on the pole /structure				
Total weight and cubic feet of all equipment (other than antenna and pole)				
Existing attachments on pole/structure (ex. banners, antenna, fixtures)?				

8. POLE/STRUCTURE ACCESS INFORMATION:

Installation start date 04/01/2022

Does routine maintenance require closing of sidewalks or traffic lanes in the public right-of-way?

YES

NO

If YES, please provide a description of the access requirements:

Dates of all applications submitted for permits from other governmental agencies:

9. GENERAL DESCRIPTION OF PROPOSED WORK:☒ New equipment and/or facilities☐ Swap-out equipment and/or facilities☐ Upgrade of existing equipment and/or facilities:☐ Other:

Provide a brief description of the proposed work:

Verizon Wireless is proposing to add small cell equipment on an existing Consumers Energy pole.

Provide the type of equipment and/or facilities being installed:

10. APPLICANT CERTIFICATION:		INITIAL
1. I certify that the information provided in this application, and in all supporting plans and documents, is true and accurate to the best of my knowledge, and acknowledge that I have a continuing obligation to inform the City if there is a change in the information contained in this application.		LH
2. I certify that the collocation of small cell wireless facilities shall commence within 6 months of permit issuance and shall be activated for use no later than 1 year from the permit issuance date.		LH
3. I certify that I have read Article VII, Small Cell Wireless Facilities of Chapter 34, Utilities and Services of the Code of Ordinances of the City of Owosso.		LH
4. I certify that this application and attached plans comply with the public, utility, and traffic safety and protection standards.		LH
5. I certify that I agree to pay the annual recurring fees recognized as presumptively valid by the FCC in the Declaratory Ruling and Order in FCC 18-133 for any pole or structure that is part of this application which exceeds the height limit for small cell wireless facilities under Public Act No. 365 of 2018 (i.e. a pole/structure that exceeds 40 feet, with a wireless facility that extends more than 5 feet above the pole or support structure).		

11. ACKNOWLEDGMENT:
By signing this application, I (the applicant/company) hereby acknowledge that I have full authority to make the foregoing Application and that the work and facilities to be installed shall comply with City of Owosso Code of Ordinances and applicable state and federal laws.
SIGNATURE: <i>Lane Holiman</i>
TITLE: Senior Manager-Telecad Wireless obo Verizon Wireless
DATE: 02/09/2022

12. BATCH APPLICATION:		
An application may include up to 20 collocations of substantially similar small cell wireless facilities for placement on similar types of wireless support structures or utility poles.		
SITE	TYPE OF FACILITY AND DESCRIPTION	PERMIT FEE
1. 216 E Exchange Street	Small Cell Collocation	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

OFFICE USE ONLY:	
• Date received: 02-09-2022	Staff initials: CMB
• Application staff review due within 25 days:	Due date: 03-07-2022
• Permit number: Wire 22-001	Project: JSCW 2022-001
STAFF REVIEWS:	
• City Manager:	Approved via email 02-10-2022
• Engineer:	" " "
• Department of Public Works:	" " "
• Building Official:	" " "
• Downtown Development Authority (if application pertains to a location within the DDA district):	" " 02-17-2022
• City attorney:	Approved via email 02-10-2022
• Other designees:	
CITY COUNCIL REVIEW:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date of meeting: 03-07-2022	
FINAL INSPECTION:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date of inspection:	
FEE SCHEDULE: Paid 02-16-2022	
• Wireless communications equipment and support structures	
* Zoning application fee	Administrative costs to review and process application or \$1,000 (whichever is less)
• Non-exempt co-locating small cell wireless facilities and support structures	
Zoning application fee-new wireless support structure or modification of an existing wireless support structure	\$1,000
Zoning application fee-new small cell wireless support structure or modification of an existing small cell wireless facility	\$500
• Co-locate a small cell wireless facility and/or associated support structure application fee shall not exceed and shall be set as follows:	
* Application fee for permit-each small cell wireless facility alone	\$200
Application fee for permit-each small cell wireless facility and a new utility pole or wireless support structure to which it will be attached	\$300
• Annual permit fee for each utility pole or wireless support structure in ROW on which a wireless provider has approval to co-locate a small cell wireless facility shall not exceed and shall be set as follows:	
Annually, unless subsection D. (2) applies.	\$20
Annual permit fee, if the utility pole or wireless support structure was erected by or on behalf of the wireless provider on or after March 12, 2019	\$125



Before Installation



After Installation



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
11/07/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Northeast, Inc. New York NY Office One Liberty Plaza 165 Broadway, Suite 3201 New York NY 10006 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED Verizon Wireless, LLC 1095 Avenue of the Americas New York NY 10036 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: AIU Insurance Company 19399	
	INSURER B: National Union Fire Ins Co of Pittsburgh 19445	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 570090226012 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS.

INSR LTR		TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	Limits shown as requested	
B	X	COMMERCIAL GENERAL LIABILITY				1728890	06/30/2021	06/30/2022	LIMITS	
		CLAIMS-MADE	X OCCUR						EACH OCCURRENCE	\$1,000,000
	X	XCU Coverage is Included							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$2,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$10,000
	X	POLICY	PROJECT						PERSONAL & ADV INJURY	\$1,000,000
		OTHER:							GENERAL AGGREGATE	\$2,000,000
									PRODUCTS - COMP/OP AGG	\$2,000,000
B	AUTOMOBILE LIABILITY					4594298	06/30/2021	06/30/2022	COMBINED SINGLE LIMIT (Ea accident)	
	X	ANY AUTO				AOS	06/30/2021	06/30/2022	BODILY INJURY (Per person)	
		OWNED AUTOS ONLY	SCHEDULED AUTOS			4594299	06/30/2021	06/30/2022	BODILY INJURY (Per accident)	
		HIRED AUTOS ONLY	NON-OWNED AUTOS ONLY			MA	06/30/2021	06/30/2022	PROPERTY DAMAGE (Per accident)	
						4594300	06/30/2021	06/30/2022		
						VA	06/30/2021	06/30/2022		
						See Next Page	06/30/2021	06/30/2022		
	UMBRELLA LIAB		OCCUR						EACH OCCURRENCE	
	EXCESS LIAB		CLAIMS-MADE						AGGREGATE	
	DED	RETENTION								
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					16393209	06/30/2021	06/30/2022	X PER STATUTE	OTH-ER
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH)		Y / N			AOS	06/30/2021	06/30/2022	E.L. EACH ACCIDENT	
	If yes, describe under DESCRIPTION OF OPERATIONS below		N		N / A	16393206	06/30/2021	06/30/2022	E.L. DISEASE-EA EMPLOYEE	
						CA			E.L. DISEASE-POLICY LIMIT	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
City of Owosso 301 West Main Street Owosso MI 48867 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Northeast, Inc.</i>





ADDITIONAL REMARKS SCHEDULE

Page _ of _

AGENCY Aon Risk Services Northeast, Inc.		NAMED INSURED Verizon Wireless, LLC	
POLICY NUMBER See Certificate Numbe 570090226012			
CARRIER See Certificate Numbe 570090226012	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES

If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	AUTOMOBILE LIABILITY						
B				4594301 NH - Primary	06/30/2021	06/30/2022	
B				4594302 NH - Excess	06/30/2021	06/30/2022	
	WORKERS COMPENSATION						
A		N/A		16393207 NY	06/30/2021	06/30/2022	
A		N/A		16393208 MA, ND, OH, WI, WY	06/30/2021	06/30/2022	
A		N/A		16393205 NJ, TX, VA	06/30/2021	06/30/2022	

April 24, 2020

Verizon Wireless
Attn: Anastasia Aubrey
24242 Northwestern Hwy.
Southfield, MI 48075

RE: Consumers Energy Poles – Verizon Wireless Small Cell Project


To whom it may concern:

Consumers Energy and Verizon Wireless have been working together on the Verizon Wireless Small Cell antenna attachments and energy requests supporting their 5G project. Consumers Energy has approved a Verizon Wireless design for a pole top antenna on a secondary only pole, and a design to serve an underground electric service to Joint Use (Telephone/City) owned wood poles that support the Small Cell antenna located within the Consumers Energy electric service territory.

If you have any questions or concerns, please contact Steve Westbrooks at 517-788-0643 or at stephen.westbrooks@cmsenergy.com

Sincerely,

CONSUMERS ENERGY COMPANY

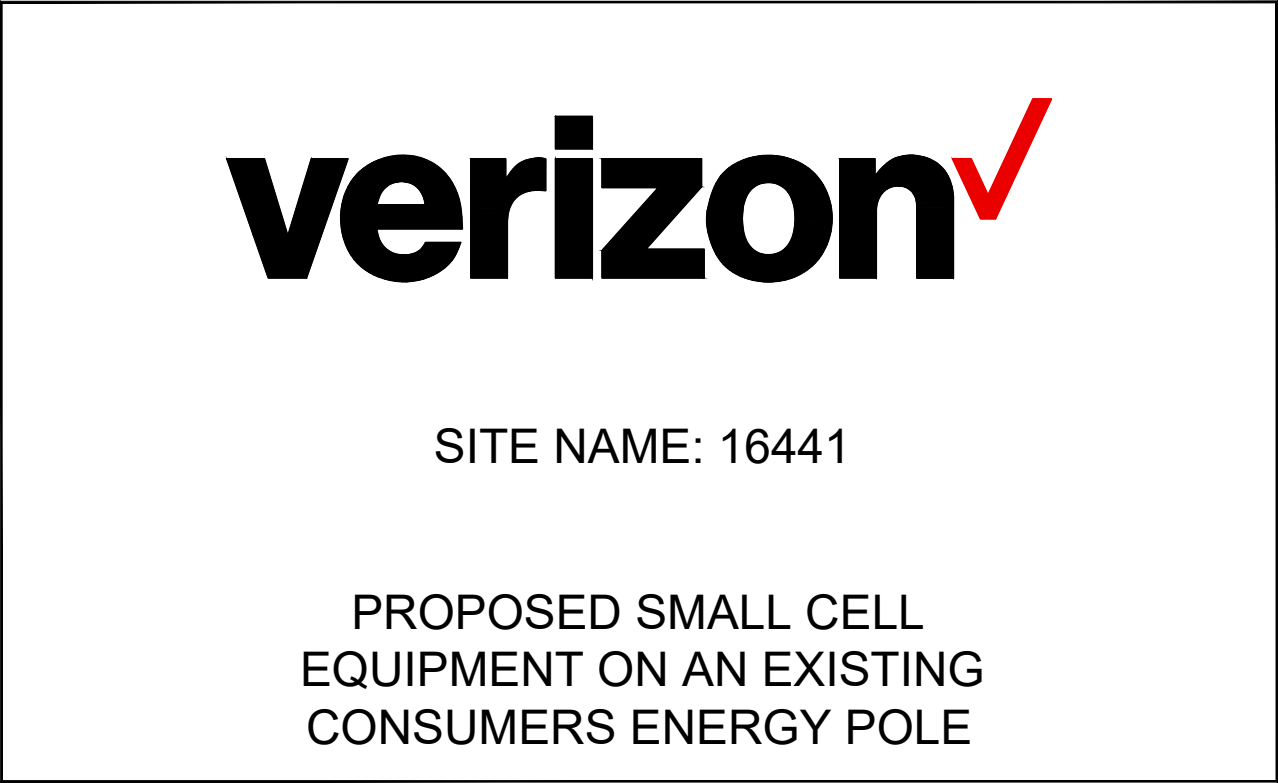
By:  4/26/2020
(Signature)

Stephen B. Westbrooks

Manager - Infrastructure Attachments

PROJECT SUMMARY	
SITE NAME:	16441
SITE ADDRESS: (ESTIMATED)	216 E EXCHANGE ST OWOSSO, MI 48867
COUNTY:	SHIAWASSEE
JURISDICTION:	CITY OF OWOSSO
<u>SITE COORDINATES:</u>	
LATITUDE:	42°59' 54.276" N
LATITUDE:	42.99841°
LONGITUDE:	84°10' 9.156" W
LONGITUDE:	-84.16921°
ELEVATION:	±738'-2"
PROPERTY DEFINITION:	R.O.W.
FUZE PROJECT ID:	16658521
PSLC CODE:	497761
HIGHEST APPURTENANCE:	37'-2"

STRUCTURAL ANALYSIS PERFORMED BY OTHERS.



VICINITY MAP

NOT TO SCALE

SHEET SCALE FACTOR:
PLOT SIZE:
11" x 17": TO SCALE

LOCATION MAP

NOT TO SCALE

[illegible]

SCOPE OF WORK

- INSTALLING EQUIPMENT
 - CFIT BOX
 - DISCONNECT-METERBASE
- CONNECTING ONSITE UTILITIES TO WIRELESS EQUIPMENT

STATE COUNTY MAP

MICHIGAN

SHIAWASSEE COUNTY

SITE NAME:		16441	
ADDRESS: 216 E EXCHANGE ST OWOSSO, MI 48867			
COUNTY: SHIAWASSEE			
LATITUDE: 42°59' 54.276" N			
LONGITUDE: 84°10' 9.156" W			
DESIGN TYPE: COLOCATION			
SHEET TITLE: TITLE SHEET			
DRAWING NO. T1		REVISION: 0	

GENERAL NOTES

- THESE NOTES SHALL BE CONSIDERED A PART OF THE WRITTEN SPECIFICATIONS.
- THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED IN THE CONTRACT DOCUMENTS.
- PRIOR TO THE SUBMISSION OF BIDS, THE CONTRACTOR(S) SHALL VISIT THE JOB SITE(S) AND BE RESPONSIBLE FOR ALL CONTRACT DOCUMENTS, FIELD CONDITIONS AND DIMENSIONS AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED PER THE CONTRACT DOCUMENTS. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE IMPLEMENTATION ENGINEER AND ARCHITECT/ENGINEER.
- THE CONTRACTOR SHALL RECEIVE WRITTEN AUTHORIZATION TO PROCEED ON ANY WORK NOT CLEARLY DEFINED OR IDENTIFIED IN THE CONSTRUCTION DOCUMENTS BEFORE STARTING ANY WORK.
- ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES INCLUDING APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH THE MANUFACTURER RECOMMENDATIONS. IF THESE RECOMMENDATIONS ARE IN CONFLICT WITH THE CONTRACT DOCUMENTS AND/OR APPLICABLE CODES OR REGULATIONS, REVIEW THE CONFLICT FOR DIRECTION WITH THE IMPLEMENTATION ENGINEER AND ARCHITECT/ENGINEER PRIOR TO PROCEEDING.
- THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, PROCEDURES AND FOR COORDINATION OF ALL PORTIONS OF THE WORK UNDER THE CONTRACT INCLUDING CONTACT AND COORDINATION WITH THE IMPLEMENTATION TEAM AND WITH THE AUTHORIZED REPRESENTATIVE OF ANY OUTSIDE POLE OR PROPERTY OWNER. (BASE COMMANDER OR AUTHORIZED AGENT)
- THE CONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT EXISTING IMPROVEMENTS, PAVING, CURBS, VEGETATION, GALVANIZED SURFACE OR OTHER EXISTING ELEMENTS AND UPON COMPLETION OF THE WORK, REPAIR ANY DAMAGE THAT OCCURRED DURING CONSTRUCTION TO THE SATISFACTION OF EXTENT.
- KEEP THE GENERAL AREA CLEAN, HAZARD FREE AND DISPOSE OF ALL DIRT, DEBRIS, RUBBISH AND REMOVE EQUIPMENT NOT SPECIFIED AS REMAINING ON THE PROPERTY. LEAVE PREMISES IN CLEAN CONDITION DAILY.
- PLANS ARE INTENDED TO BE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED UNLESS OTHERWISE NOTED. RELY ONLY ON ANNOTATED DIMENSIONS AND REQUEST INFORMATION IF ADDITIONAL DIMENSIONS ARE REQUIRED.
- THE EXISTENCE AND LOCATION OF UTILITIES AND OTHER AGENCY'S FACILITIES ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. OTHER FACILITIES MAY EXIST BEYOND WHAT IS NOTED. CONTRACTOR SHALL VERIFY LOCATIONS PRIOR TO START OF CONSTRUCTION AND USE EXTREME CARE AND PROTECTIVE MEASURES TO PREVENT DAMAGE TO THESE FACILITIES. CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF UTILITIES OR OTHER AGENCY'S FACILITIES WITHIN THE LIMITS OF THE WORK, WHETHER THEY ARE IDENTIFIED IN THE CONTRACT DOCUMENTS OR NOT.
- ALL MOUNTING HARDWARE SUCH AS BOLTS, NUTS, LAG SCREWS, CLEVIS, CONDUIT STRAPS, STAPLES, (ANYTHING EXPOSED AND CONNECTING EQUIPMENT TO THE POLE SHALL BE HOT DIPPED GALVANIZED, UNLESS OTHERWISE STATED)

DEFINITIONS

- "TYPICAL" OR "TYP." MEANS THAT THIS ITEM IS VIRTUALLY IDENTICAL ACROSS SIMILAR CONDITIONS. "TYP." SHALL BE UNDERSTOOD TO MEAN "TYPICAL WHERE OCCURS" AND SHALL NOT BE CONSIDERED AS WITHOUT EXCEPTION OR CONSIDERATION OF SPECIFIC CONDITIONS.
- "SIMILAR" MEANS COMPARABLE TO CHARACTERISTICS FOR CONDITION NOTED. VERIFY DIMENSIONS AND ORIENTATION ON PLAN.
- "AS REQUIRED" MEANS AS REQUIRED BY REGULATORY REQUIREMENTS BY REFERENCED STANDARDS, BY EXISTING CONDITIONS, BY GENERALLY ACCEPTED CONSTRUCTION PRACTICE OR BY THE CONTRACT DOCUMENTS.
- "ALIGN" MEANS ACCURATELY LOCATE FINISH FACES OF MATERIALS IN THE SAME PLANE.
- THE TERM "VERIFY" OR "V.I.F" SHALL BE UNDERSTOOD TO MEAN VERIFY IN FIELD WITH ARCHITECT AND REQUIRES THAT THE CONTRACTOR CONFIRM INTENTION REGARDING NOTED CONDITION AND PROCEED ONLY AFTER RECEIVING DIRECTION.
- WHERE THE WORDS "OR EQUAL" OR WORDS OF SIMILAR INTENT FOLLOW A MATERIAL SPECIFICATION, THEY SHALL BE UNDERSTOOD TO REQUIRE SIGNED APPROVAL OF ANY DEVIATION TO SAID SPECIFICATION PRIOR TO CONTRACTOR'S ORDERING OR INSTALLATION OF SUCH PROPOSED EQUAL PRODUCT.
- FURNISH: SUPPLY ONLY, OTHERS TO INSTALL. INSTALL: INSTALL ITEMS FURNISHED BY OTHERS. PROVIDE: FURNISH AND INSTALL.

PROJECT SPECIFIC NOTES

- THIS SET IS PROVIDED TO ILLUSTRATE THE EXPECTED SCOPE OF DRAWINGS, QUALITY OF DRAWINGS AND EXTENT GRAPHIC STANDARDS. NOTES ARE FOR A&E CONTRACTOR REFERENCE TO HELP CLARIFY THE SCOPE. ADDITIONAL DRAWINGS MAY BE REQUIRED TO MEET THE REQUIREMENTS OF A GIVEN BASE. ALL EXAMPLES SHOWN ARE FOR REFERENCE ONLY AND ANY NOTES, DETAILS, CALCULATIONS OR OTHER WORK NEEDS TO BE COMPLETED OR CONFIRMED BY THE CONTRACTOR GENERATING THE DRAWINGS IN CONSTRUCTION DOCUMENTS.
- THIS SET IS TO BE PRINTED AT 11" x 17". IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONFIRM THIS SIZE IS ACCEPTABLE BY THE BASE AND TO PROVIDE A LARGER STANDARD SIZE IF REQUIRED.
- IT IS THE RESPONSIBILITY OF THE ENGINEER TO CONFIRM ALL WORK SHOWN IS IN COMPLIANCE WITH BASE AND FEDERAL CODES. DRAWINGS SHOWN WITHIN THIS SET ARE SAMPLES AND MAY NOT REFLECT ALL OF THE REQUIRED ELEMENTS, CLEARANCES OR OTHER ITEMS OF ASSEMBLIES NEEDED TO BE CODE COMPLIANT IN THE PARTICULAR MUNICIPALITY THE NODE IS LOCATED WITHIN.

GROUND CONSTRUCTION NOTES:

- 120/240V POWER REQUIRED FOR 3-WIRE SERVICE.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH FEDERAL STANDARDS AND REGULATIONS AS WELL AS NEC.
- CALL MICHIGAN ONE CALL 72 HOURS PRIOR TO EXCAVATING AT (800) 482-7171.
- ALL LANDSCAPING TO BE RESTORED TO ORIGINAL CONDITION OR BETTER.
- ALL EQUIPMENT TO BE BONDED.
- METERING CABINET (IF INSTALLED) REQUIRES 3' CLEARANCE AT DOOR OPENING.

STANDARD GROUNDING NOTES:

- GROUND TESTED AT 25 OHMS OR LESS.
- 5/8" x 10' RODS, CAD WELD OR UL LISTED DIRECT BURY CLAMP BELOW GRADE.
- #2 GROUND AND BOND WIRE.
- MOLDING, STAPLED EVERY 1' AND AT EACH END.
- GROUND RODS 18" FROM POLE.

STANDARD CONDUIT NOTES:

- FOR UNDERGROUND CONDUIT AND ABOVE GRADE RISERS USE SCHEDULE 40.
- IF DIRECTIONAL BORING PLACE 1-1/4" SDR-11 GRAY CONDUIT FOR UNDERGROUND POWER APPLICATIONS.
- IF TRENCHING, PLACE PVC SCH 40 CONDUIT PER TABLE ON SHEET E1 FOR UNDERGROUND POWER APPLICATIONS.
- RISERS TO BE ATTACHED TO POLE WITH STANDARD STRAPS AND LAG SCREWS.
- RISER STRAPS TO BE INSTALLED EVERY 5'.
- CONDUIT UNDER 1" MAY BE ATTACHED WITH GROUND WIRE MOLDING STAPLES.
- ALL CONDUIT WILL BE PROOFED WITH A MANDREL AND EQUIPPED WITH PULL ROPE OR MULE TAPE.

STANDARD TRENCHING NOTES:

- MAINTAIN 42" MINIMUM COVER FOR ELECTRICAL CONDUIT.
- MAINTAIN 42" MINIMUM COVER FOR COMMUNICATION CONDUIT.
- IN STREET SLURRY TO GRADE AND MILL DOWN 1-1/2" FOR AC CAP.
- IN DIRT SLURRY 18" FROM GRADE AND FILL WITH 95% COMPACTION NATIVE SOIL FOR BALANCE.
- PLACE WARNING TAPE IN TRENCH 18" ABOVE ALL CONDUITS AND #18 WARNING TAPE ABOVE GROUND EQUIPMENT.

UTILITY POLE CONSTRUCTION NOTES:

- NO BOLT THREADS TO PROTRUDE MORE THAN 1/2".
- FILL ALL HOLES LEFT IN POLE FROM REARRANGEMENT OF CLIMBERS.
- ALL CLIMB STEPS NEXT TO CONDUIT SHALL HAVE EXTENDED STEPS.
- CABLE NOT TO IMPEDE 15" CLEAR SPACE OFF POLE FACE.
- 90° SHORT SWEEP UNDER ANTENNA ARM. ALL CABLES MUST ONLY TRANSITION ON THE INSIDE OR BOTTOM OF ARMS (NO CABLE ON TOP OF ARMS).
- USE CABLE CLAMPS TO SECURE CABLE TO ARMS; PLACE 2" CARRIER ID TAGS ON BOTH SIDE OF ARMS.
- USE 90° CONNECTOR AT CABLE CONNECTION TO ANTENNAS.
- USE 1/2" CABLE ON ANTENNAS UNLESS OTHERWISE SPECIFIED.
- FILL VOID AROUND CABLES AT CONDUIT OPENING WITH FOAM SEALANT TO PREVENT WATER INTRUSION.

VERIZON WIRELESS CONSTRUCTION NOTES:

- CONTRACTOR IS TO FOLLOW THE MOST CURRENT VZW STANDARDS DOCUMENTS PROVIDED TO COMPLETE THIS INSTALLATION.
- CONTRACTOR SHALL COMPLETE VZW PROVIDED "SMALL CELL SWEEP REPORT" WITH ALL INFORMATION FILLED IN ACCURATELY AND COMPLETELY.
- CONTRACTOR TO REFER TO THE MOST CURRENT VZW STANDARDS FOR APPROVED "PIM" TEST EQUIPMENT AND GUIDELINES.
- CONTRACTOR IS TO USE BATTERY POWERED "PIM" EQUIPMENT TO VALIDATE THE FINAL LOCATION OF THE JUMPER AND ANTENNA ARE FREE OF INTERNAL AND EXTERNAL "PIM" SOURCES.
- CONTRACTOR SHALL PROVIDE AT LEAST ONE TECHNICAL LEAD THAT IS CERTIFIED AND PROFICIENT IN EXECUTING, INTERPRETING AND RECORDING "PIM" MEASUREMENTS.

PREPARED FOR:



PREPARED BY:



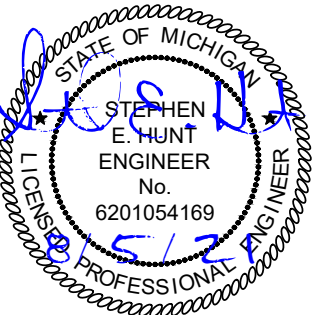
1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

DRAWING NOTICE:
THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

DRAWN BY:	USE
CHECKED BY:	CTD

REVISIONS			
0	08/05/21	JSK	CONSTRUCTION ISSUE
A	08/05/21	USE	PRELIMINARY REVIEW
NO.	DATE	BY	DESCRIPTION

ENGINEER'S STAMP:



NOT VALID WITHOUT P.E. STAMP & SIGNATURE

SITE NAME:	16441
ADDRESS:	216 E EXCHANGE ST OWOSSO, MI 48867
COUNTY:	SHIAWASSEE
LATITUDE:	42°59' 54.276" N
LONGITUDE:	84°10' 9.156" W
DESIGN TYPE:	COLOCATION

SHEET TITLE:	GENERAL NOTES
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DRAWING NO.	REVISION:
GN1	0

NOTES:

1. THIS DRAWING IS BASED ON AERIAL IMAGERY AND FIELD OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2. THE PROPOSED USE DOES NOT REQUIRE FULL OR PART TIME EMPLOYEES AT THE SITE.
3. FOR GENERAL SITE WORK NOTES, SEE SHEET GN1.
4. ALL NORTH ARROWS ON SITE PLANS ARE TRUE NORTH, UNLESS OTHERWISE SPECIFIED.
5. OPEN CUT CONSTRUCTION THROUGH EXISTING PAVEMENT, I.E. ROADWAYS, PARKING AREAS, SIDEWALKS WILL NOT BE ALLOWED. CONSTRUCTION UNDER EXISTING PAVEMENTS WILL BE REQUIRED TO BE INSTALLED WITH DIRECTIONAL BORING TECHNIQUE.
6. RIGHT OF WAY INFORMATION ACQUIRED FROM GIS.

LEGEND

OVERHEAD UTILITIES	— DHU —	CATCH BASIN	⌘
UNDERGROUND POWER	— UGP —	STREET SIGN	—
OVERHEAD POWER	— DHP — DHP —	4 WAY STREET SIGN	+
UNDERGROUND TELCO	— UGT —	UTILITY POLE	⊗
OVERHEAD TELCO	— DHT —	LIGHT POLE	⊙
GAS LINE	— GAS — GAS —	WATER VALVE	⊗
FENCE	— x — x — x — x — x —	MANHOLE	⊙
WOOD FENCE	— o — o — o — o — o —	GAS VALVE	⊗
SEWER LINE	— SWR — SWR —	FIRE HYDRANT	⊙
WATER LINE	— WTR —	TELCO PEDESTAL	⊙
HYBRID CABLE	— HYB —	ELECTRICAL BOX	⊙
HIGH VOLTAGE POWER	— HVP —		
FIBER	— FBR —		
RIGHT-OF-WAY	— RDW — RDW —		
PROPERTY LINE	— PL — PL —		

UTILITY NOTE:

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES HAVE NOT BEEN VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT OCCUR BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

PREPARED FOR:



PREPARED BY:



1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

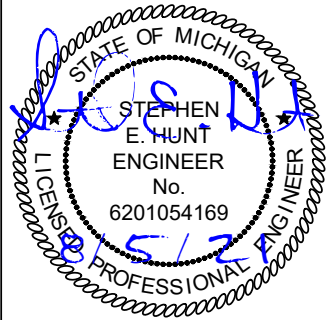
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REVISIONS

NO.	DATE	BY	DESCRIPTION
0	08/05/21	JSK	CONSTRUCTION ISSUE
A	08/05/21	USE	PRELIMINARY REVIEW

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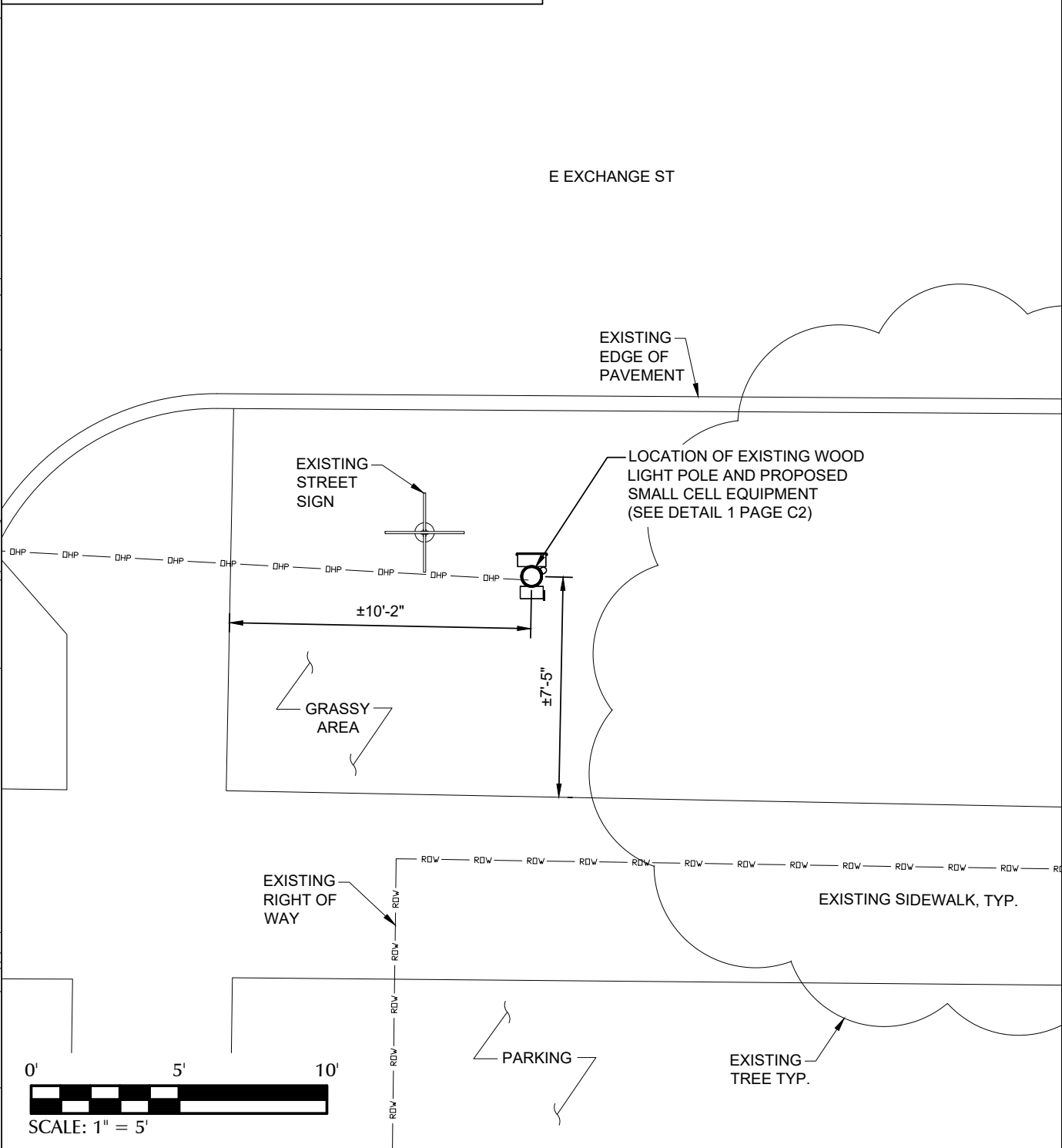
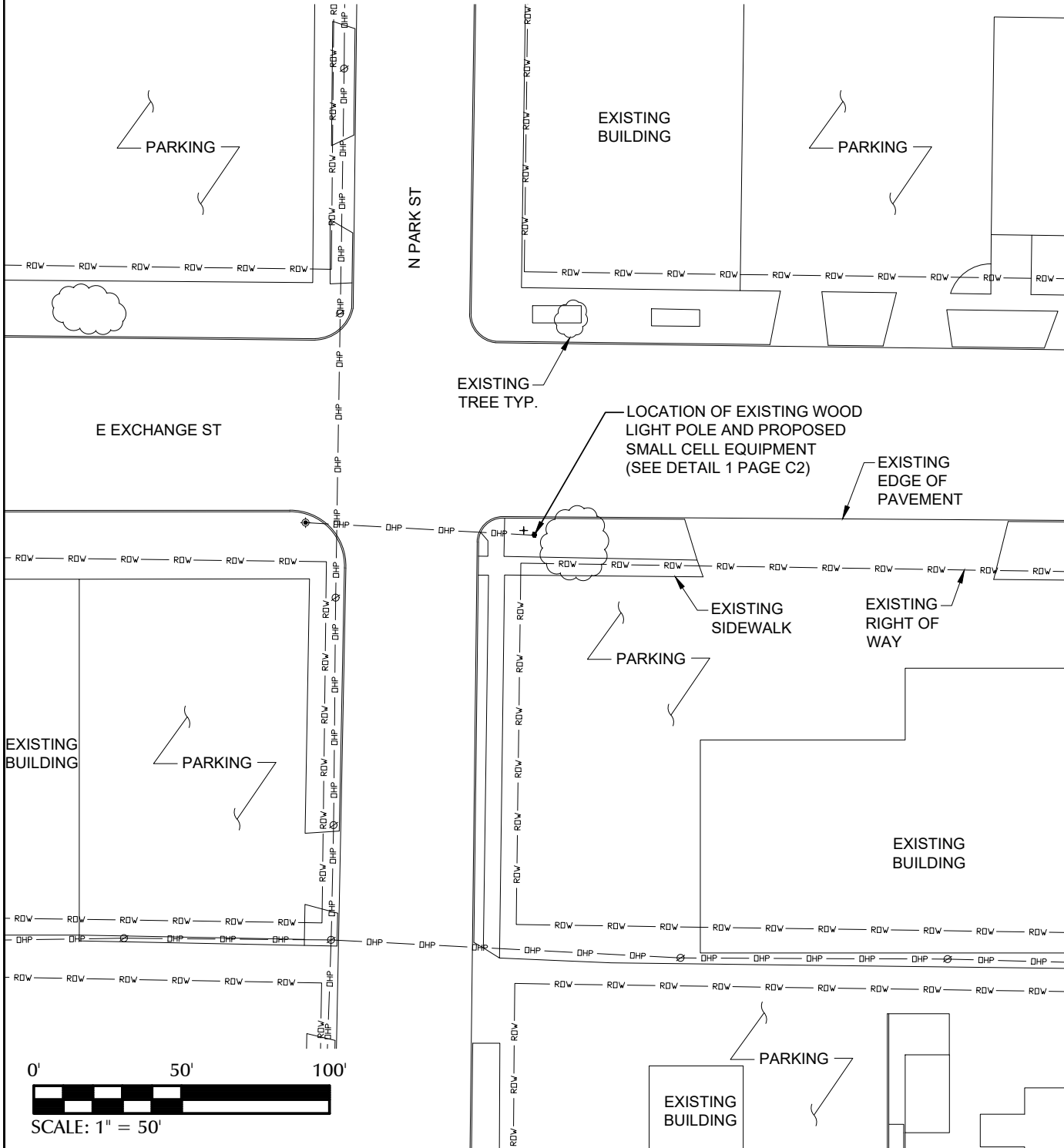


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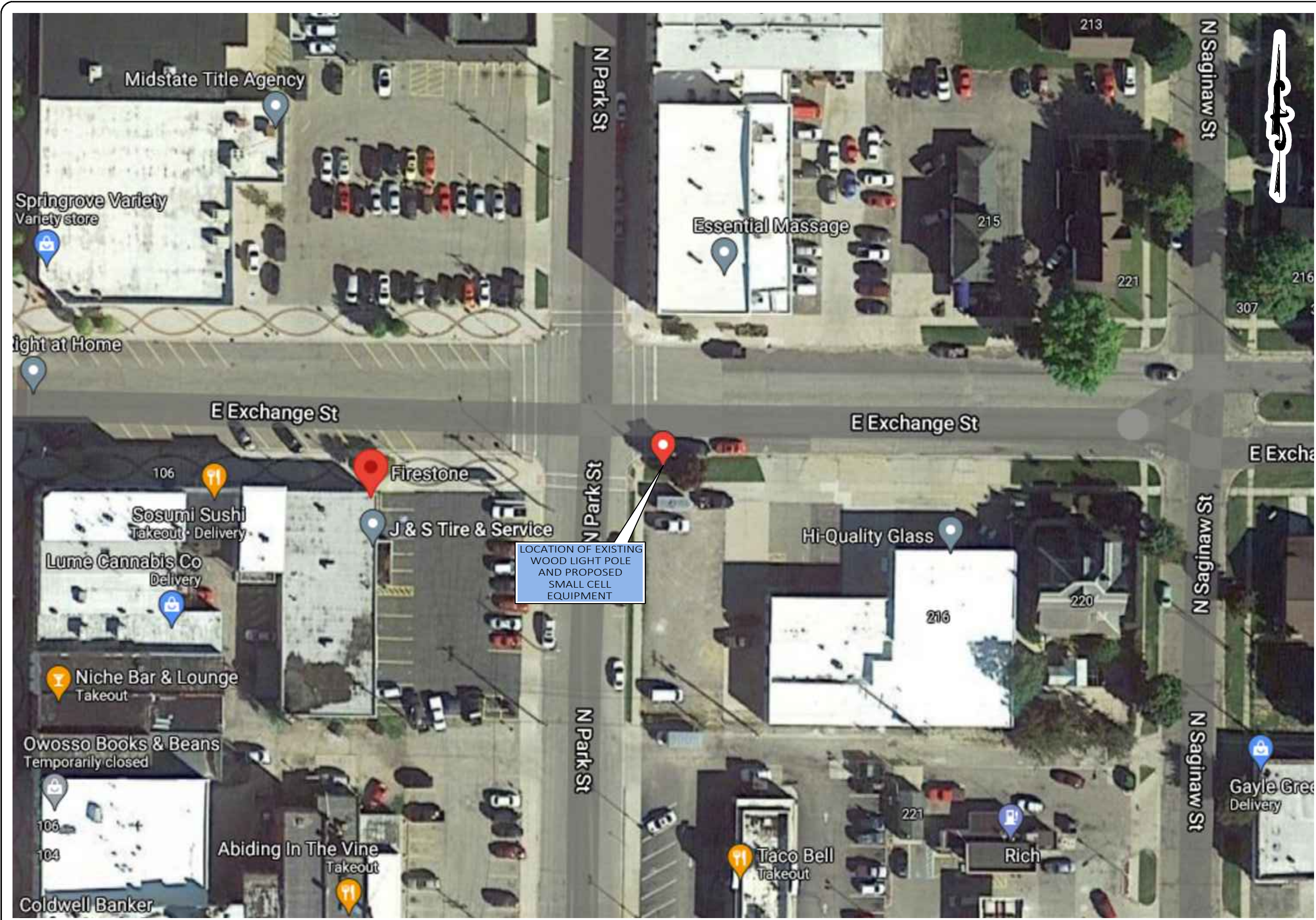
SHEET TITLE:	SITE LAYOUTS
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DRAWING NO.	REVISION:
C1	0



1 OVERALL SITE LAYOUT

2 ENLARGED SITE LAYOUT



PREPARED FOR:



PREPARED BY:



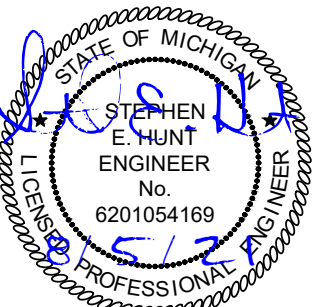
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NO.	DATE	BY	DESCRIPTION

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LATITUDE:	42°59' 54.276" N
LONGITUDE:	84°10' 9.156" W
DESIGN TYPE:	COLOCATION

SHEET TITLE:	SITE LAYOUT - AERIAL IMAGERY
--------------	---------------------------------

DRAWING NO.	REVISION:
C1A	0

REFER TO RFDS FOR SMALL
CELL AZIMUTHS

4'-0" MIN. CLEARANCE BETWEEN
LOWEST POINT ON ANTENNA
EQUIPMENT/BACKET AND HIGHEST
SECONDARY POWER ATTACHMENT.

40" MIN. CLEARANCE BELOW
SERVICE DRIP LOOP AND THE
HIGHEST COMMUNICATION
ATTACHMENT.

12" MAX. SERVICE DRIP LOOP
BELOW SECONDARY POWER
ATTACHMENT.

CABLES/ CONDUCTORS
BETWEEN EQUIPMENT
MUST BE GUARDED

TO ADHERE TO STANDARDS IN
CONSUMERS ENERGY RENDERING, LINE
HEIGHTS ARE SUBJECT TO CHANGE

CAUTION

DISCONNECT
ANTENNA
POWER
BEFORE
WORKING ON
POLE

DISCONNECT MUST BE
LABELED. DISCONNECT
MUST BE SECURED WITH A
CUT-A-WAY OR ONE-TIME
LOCK.

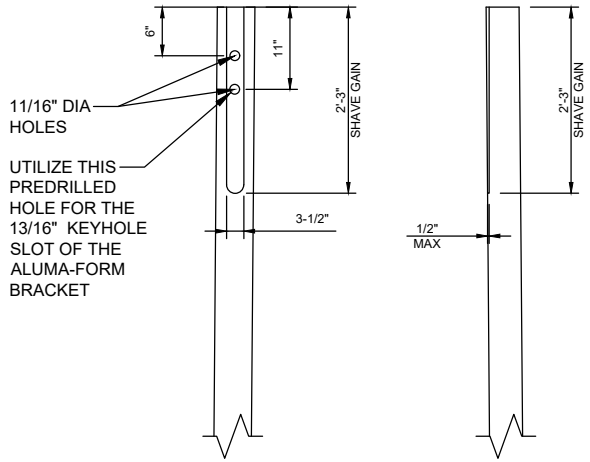
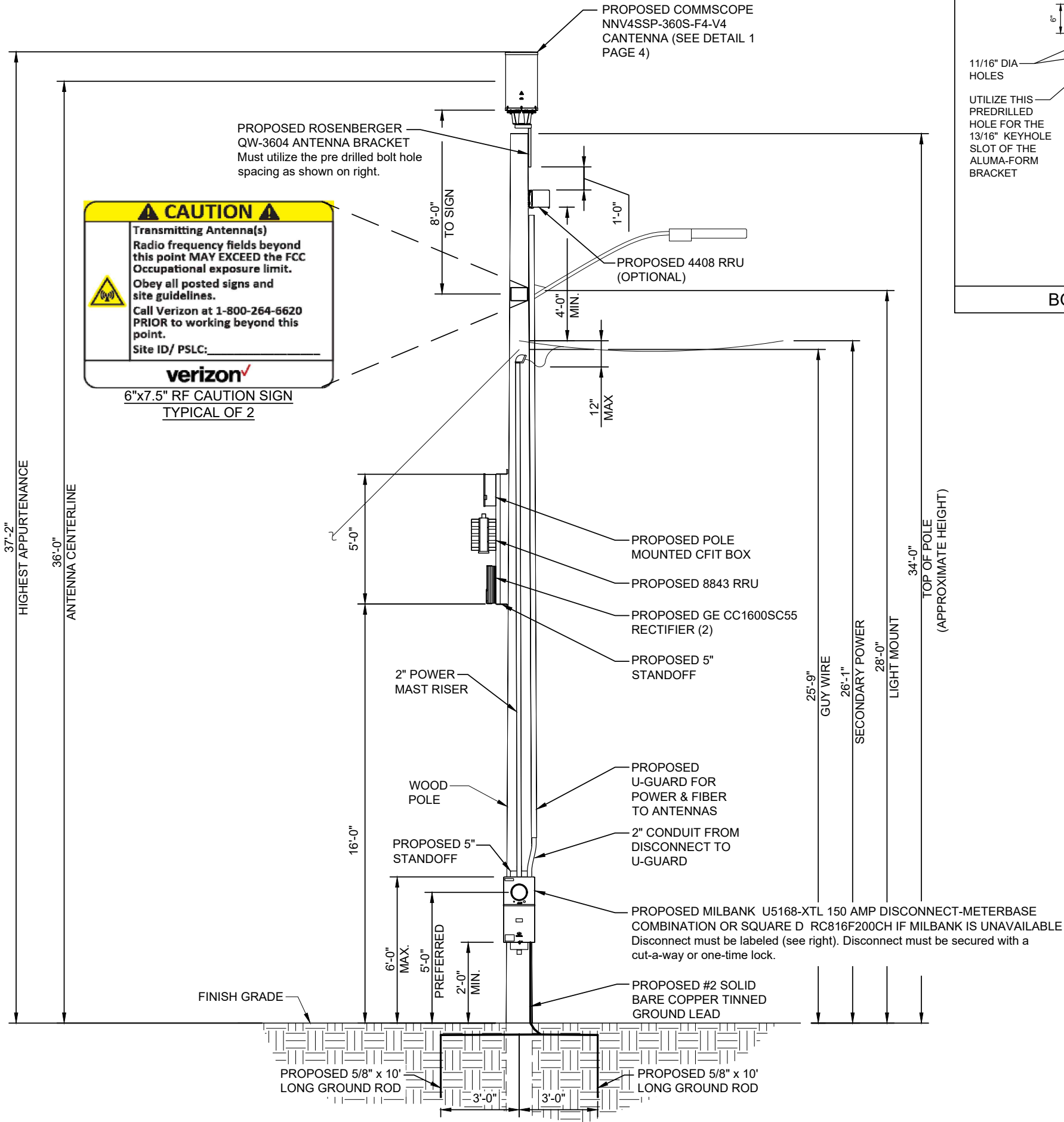
verizon

IN CASE OF EMERGENCY
CALL 1-800-852-2671

SITE DESIGNATION: 16441

INSTALL ON BREAKER PANEL

1 POLE ELEVATION



BOLT HOLE SPACING

PREPARED FOR:

verizon

PREPARED BY:

TeleCAD
Wireless

1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

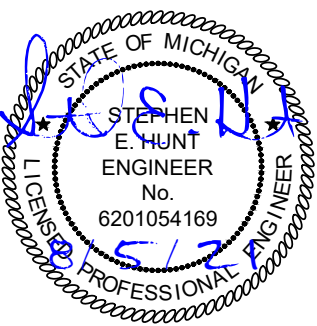
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COUNTY: SHIAWASSEE
LATITUDE: 42°59' 54.276" N
LONGITUDE: 84°10' 9.156" W
DESIGN TYPE: COLOCATION

SHEET TITLE: POLE ELEVATION

DRAWING NO. C2
REVISION: 0

N.T.S.

POLE ATTACHED EQUIPMENT	
EQUIPMENT	VOLUME (CU-FT)
COMMSCOPE NNV4SSP-360S-F4	2.60
ERICSSON 4408	0.14
TOTAL IN CU-FT	2.74

POLE ANCILLARY EQUIPMENT	
EQUIPMENT	VOLUME (CU-FT)
DISCONNECT-METERBASE	1.10
CFIT BOX	0.60
ERICSSON 8843	1.07
GE RECTIFIER (2)	0.76
TOTAL IN CU-FT	3.53

PREPARED FOR:



PREPARED BY:

TeleCAD
Wireless

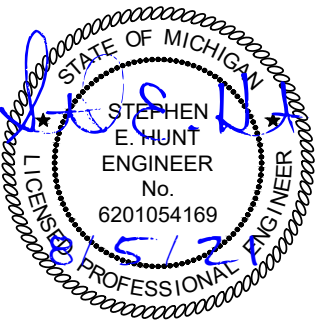
1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

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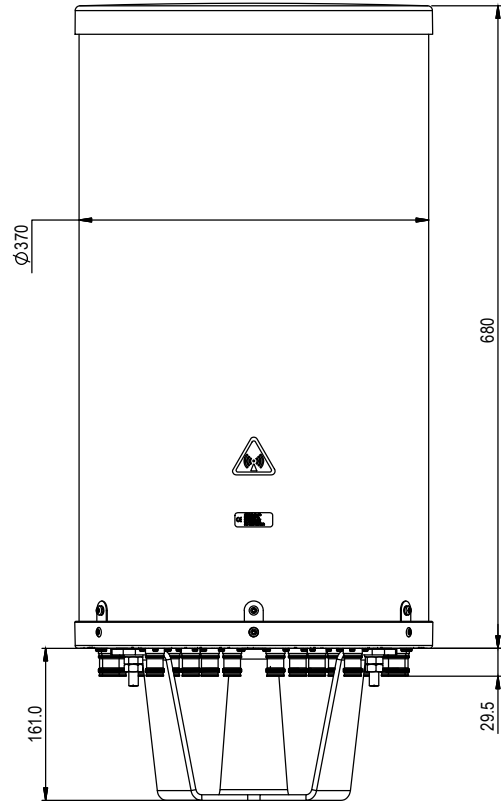
LATITUDE:
42°59' 54.276" N

LONGITUDE:
84°10' 9.156" W

DESIGN TYPE:
COLOCATION

SHEET TITLE:
SITE DETAILS

DRAWING NO. C3	REVISION: 0
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NNV4SSP-360S-F4-V4



18-port small cell antenna, 4x 698-896, 8x 1695–2690, 4x 3300-4200 and 2x 5150-5925 MHz, 360° Horizontal Beamwidth, fixed tilt.

General Specifications

Antenna Type	Omni
Band	Multiband
Color	Light gray
Grounding Type	RF connector inner conductor and body grounded to reflector and mounting bracket
Radome Material	ASA
Radiator Material	Aluminum Low loss circuit board
Reflector Material	Aluminum
RF Connector Interface	4.3-10 Female
RF Connector Location	Bottom
RF Connector Quantity, high band	14
RF Connector Quantity, low band	4
RF Connector Quantity, total	18

Dimensions

Width	370 mm 14.567 in
Depth	370 mm 14.567 in
Length	680 mm 26.772 in

PREPARED FOR:



PREPARED BY:



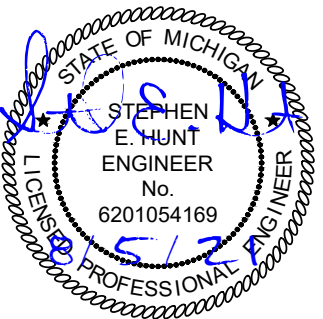
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DESIGN TYPE:	COLOCATION

SHEET TITLE:	EQUIPMENT DETAILS
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DRAWING NO.	REVISION:
C4	0

ROSENBERGER QW-3604 SINGLE SIDE TOP ANTENNA MOUNT ASSEMBLY WILL BE INSTALLED ON THE POLE WITH TWO 5/8" THROUGH BOLTS. THE MOUNTING HOLE AT 8" DOWN WILL UTILIZE THE 6" PRE-DRILLED BOLT HOLE AND THE MOUNTING HOLE AT 13" DOWN WILL UTILIZE THE 11" PRE-DRILLED BOLT HOLE. THE ROSENBERGER QW-3604 SINGLE SIDE TOP ANTENNA MOUNT ASSEMBLY WILL NEED TO BE PURCHASED BY VERIZON AND SUPPLIED TO CONSUMERS ENERGY ALONG WITH THE HARDWARE TO MOUNT THE ANTENNA.

PREPARED FOR:



PREPARED BY:



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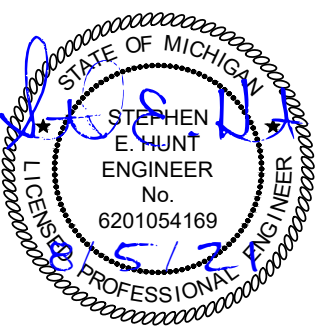
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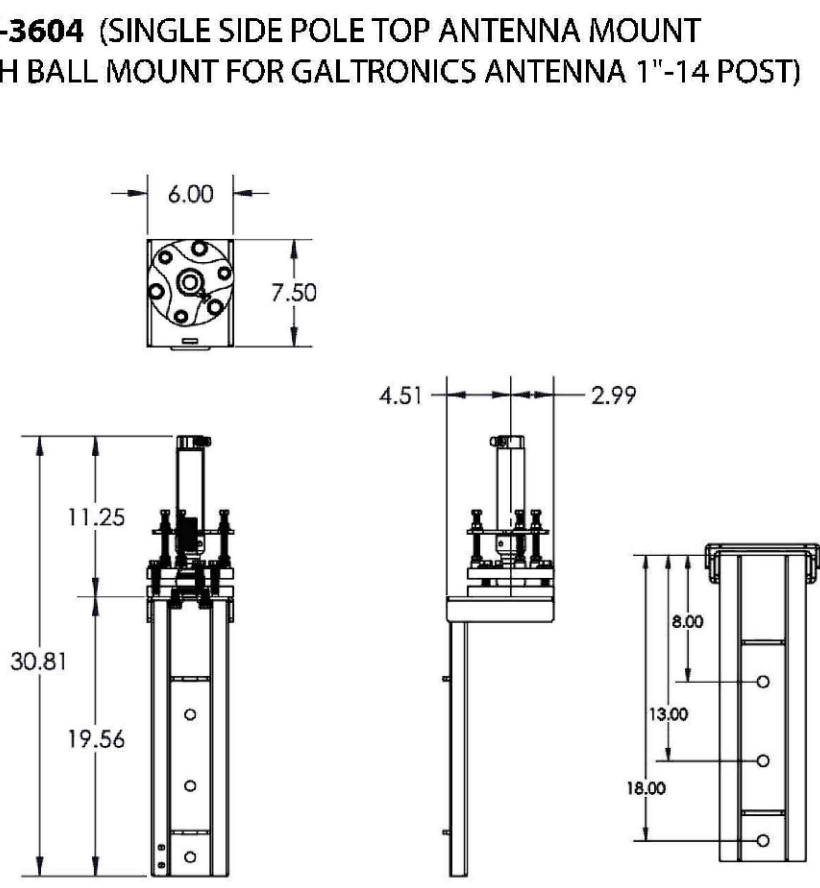
SHEET TITLE: EQUIPMENT DETAILS

DRAWING NO. C5
REVISION: 0

Product Specifications



QW-3604 (SINGLE SIDE POLE TOP ANTENNA MOUNT WITH BALL MOUNT FOR GALTRONICS ANTENNA 1"-14 POST)

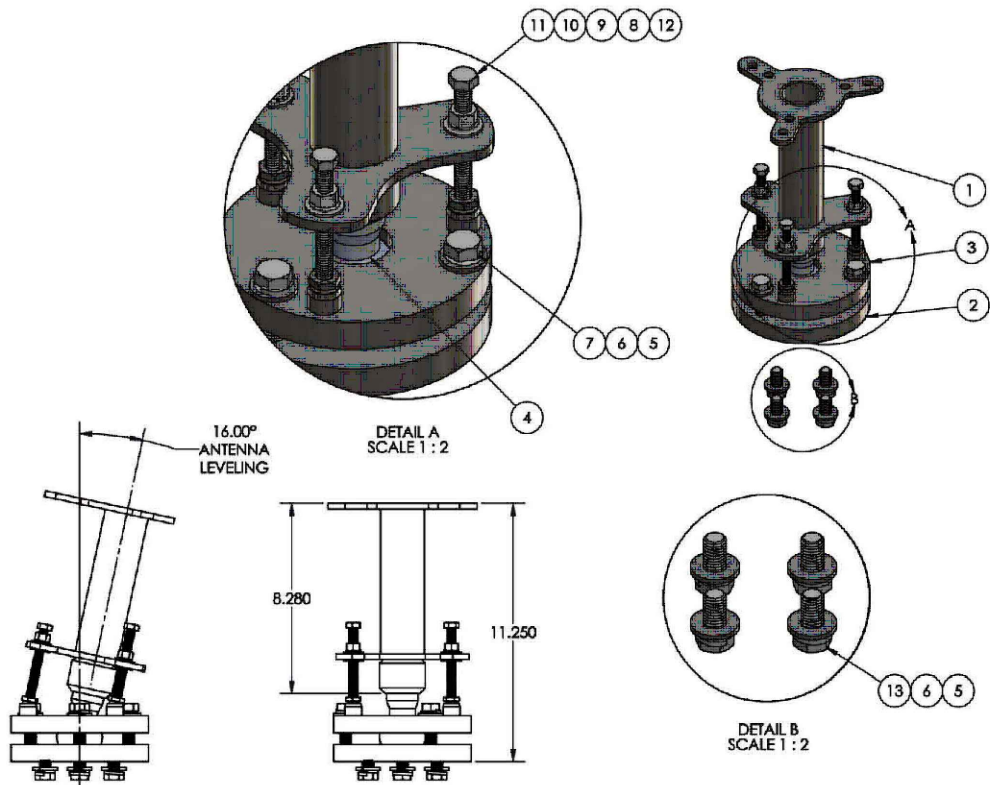


Item No	Description	QTY.
1	SINGLE SIDE POLE TOP ANTENNA MOUNT METAL OR WOOD POLE, BOLT OR BANDABLE (3" SPACING)	1
2	BALL MOUNT FOR GALTRONICS ANTENNA 1"-14 POST	1

Product Specifications



2) BALL MOUNT FOR GALTRONICS ANTENNA 1"-14 POST



Item No	Description	QTY.
1	AMPHENOL BALL MOUNT POST WELDMENT	1
2	BOTTOM PLATE	1
3	TOP PLATE	1
4	2" SS BALL MODIFY	1
5	WASHER, FL, SS, 1/2	7
6	1/2 LOCKWASHER 18-8 SS	7
7	1/2-13 X 2 "NC" HEX BOLT 18-8 SS	3
8	3/8 X 7/8 FLAT WASHER (.050 TK) 18-8 SS,	6
9	WASHER, LOCK, SS, 3/8	3
10	3/8-16 HEX NUT, 18-8 SS	3
11	3/8-16 X 3-1/2 "NC" HEX BOLT {full th} 18-8 SS	3
12	SS SWIVEL PAD, 3/8-16	3
13	1/2-13x1, HEX HEAD CAP SCREW, 18-8 SS	4

Corporate Headquarters
Rosenberger Hochfrequenztechnik GmbH & Co. KG
P.O. Box 1260 D-84526 Tittmoning Germany

Rosenberger Site Solutions, LLC
102 Dupont Dr.
Lake Charles, LA 70607

Phone: (337) 598-5250
Fax: (337) 598-5290
Web: www.RosenbergerOnline.us

Version 040120
Page 1 of 2

Corporate Headquarters
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P.O. Box 1260 D-84526 Tittmoning Germany

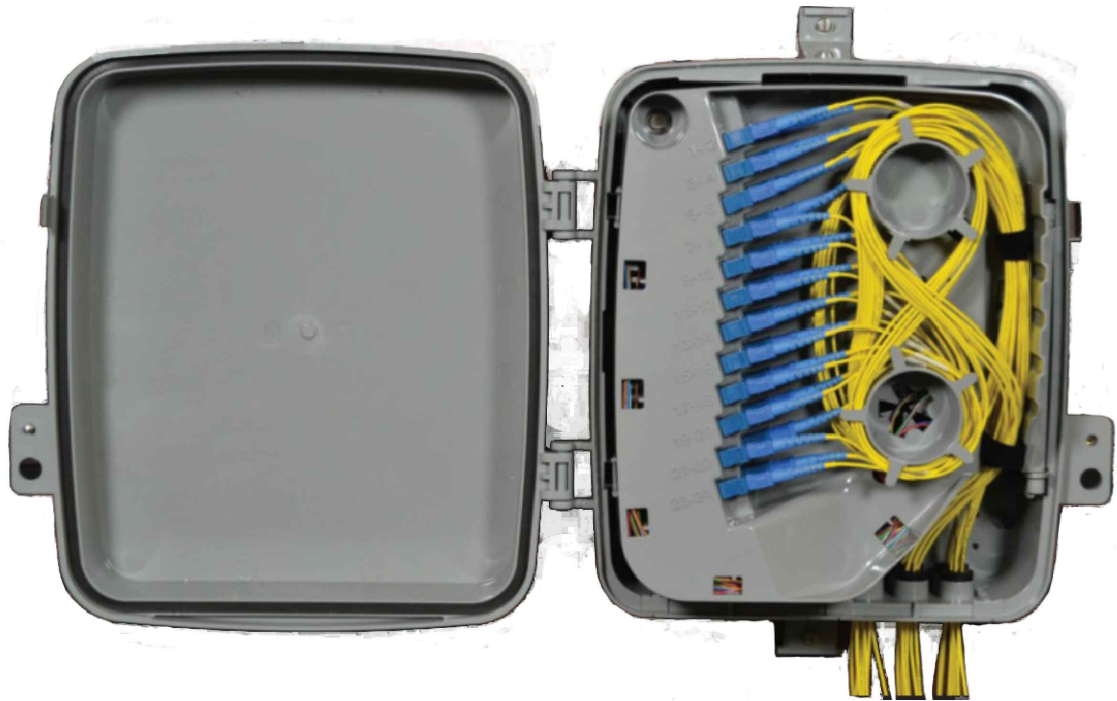
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Version 040120
Page 2 of 2

CFIT BOX

PART CODE: CFIT-C48D4LHXVZ
DESIGNED BY CHARLES INDUSTRIES



PRODUCT SPECIFICATIONS

TECHNICAL SPECIFICATIONS	
HEIGHT (PANEL ONLY)	15 in.
DEPTH, BASE (FRONT TO BACK)	5.5 in.
WIDTH	12 in.
WEIGHT	4 lbs.
CONSTRUCTION	RUGGED UL94-5VA GRAY POLYCARBONATE
SUPPORTED FIBER CONNECTOR TYPES	SC, LC or MPO
COMPLIANCE	DESIGNED TO MEET GR-950, GR2898, NEMA 4, IP66
SPLICING CAPACITY	UP TO THREE (3) 4"x6" HINGED SPLICE TRAYS ON FEED FIBER SIDE.
BULKHEAD CAPACITY	24 SC ADAPTERS

PREPARED FOR:



PREPARED BY:

TeleCAD
Wireless

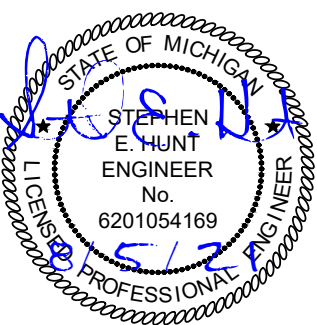
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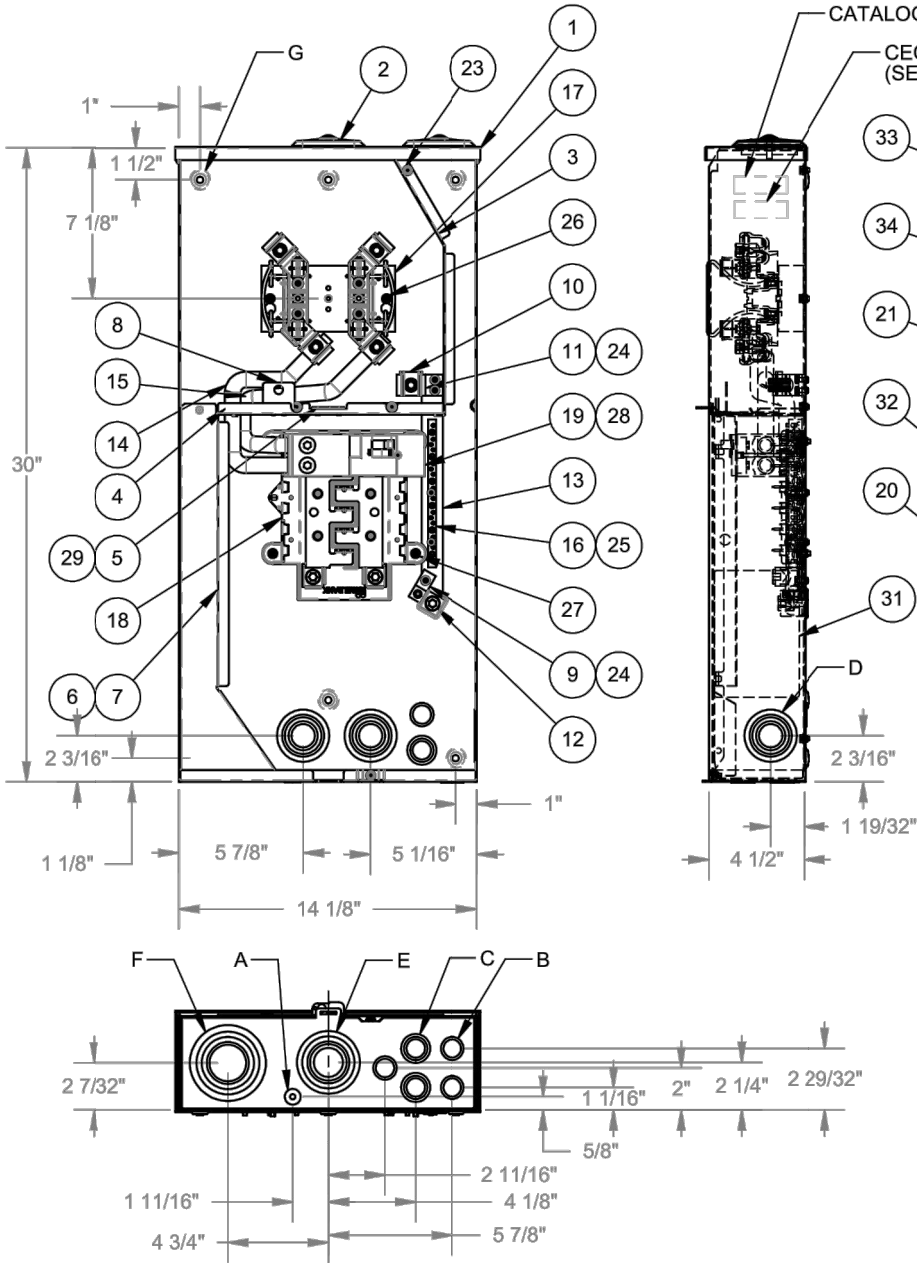
DESIGN TYPE:
COLOCATION

SHEET TITLE:
EQUIPMENT DETAILS

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FEATURE TABLE		
ITEM	QTY	DESCRIPTION
A	1	1/4", 1/2" CONC. K.O.
B	4	1/2", 3/4" CONC. K.O.
C	3	1/2", 3/4", 1" CONC. K.O.
D	3	3/4", 1", 1 1/4", 1 1/2", 2" CONC. K.O.
E	1	1, 1 1/4", 1 1/2", 2", 2 1/2" CONC. K.O.
F	1	1 1/4", 1 1/2", 2", 2 1/2", 3" CONC. K.O.
G	6	U/L MNTG.EMBOSS

SEE SHEET 2 FOR ALL CHARTS



- NOTES:
- 1.) PACK CLOSING PLATE INSIDE UNIT.
 - 2.) FOR FIELD INSTALLED 5TH TERMINAL ASS'Y ORDER CATALOG #K5T. FOR FACTORY INSTALLED SEE DRAWING #5168-31.
 - 3.) WHEN SOLD W/ "R" PREFIX, UNIT TO BE SINGLE PACKED IN CARTON #1124902. MDC TO APPLY CARTON LABEL FROM LIST BELOW TO MIDDLE OF CARTON SIDE PANEL:
R5168-XTL-200: #1130599
R5168-XTL-200-KK: #1130600
R5168-XTL-200-KK-5T: #1137279
R5168-XTL-200-KK-PL: #1158955
 - 4.) WHEN SOLD WITH -CECHA SUFFIX, STAMP "CECHA APPROVED" PER DRAWING #1162824 USING INDELIBLE INK #1162818.

ITEM	QTY.	PART NUMBER	DESCRIPTION
1	1	1122711	SHELL WELDMENT
2	2	1002830	CLOSING PLATE ASSY.
3	1	1122702	WIREWAY, UPPER
4	1	1124354	CENTER BARRIER
5	1	1026494	LATCH
6	1	(SEE CHART)	WIREWAY, LOWER
7	1	(SEE CHART)	WIREWAY COVER
8	1	(SEE CHART)	ANGLE
9	1	1126892	CONNECTOR 2/0-14
10	1	1000414	350 KCMIL INT. HEX
11	1	1000364	CONNECTOR, 350 kcmil G/S
12	1	1002790	350-6 kcmil SLIP-ON LUG
13	1	1122709	NEUTRAL BUS
14	1	1124344	WIRE-CO 3/0 11-3/4" BLK THHN
15	1	1124345	WIRE 3/0 13.50 BLK THHN
16	1	1025343	NEUTRAL CONNECTOR
17	1	(SEE CHART)	BLOCK & BRIDGE ASS'Y
18	1	1122660	INTERIOR ASS'Y
19	1	(SEE CHART)	2 POLE CIRCUIT BREAKER
20	1	(SEE CHART)	LOWER FRONT ASS'Y
21	1	(SEE CHART)	FRONT ASSY, METER
22	1	1122705	DEAD FRONT
23	5	1001290	SCREW, 10-32 X 5/16
24	3	1001311	SCREW, SHW-SC #10-32 x 1/2 ST
25	2	1123003	SCREW 10-32 x 1
26	2	1000183	SCREW 12-24 x 5/16
27	4	1156422	SCREW 12-24 x 1/2
28	1	1193012	SCREW, 6-32 X 2.25 XP-SC
29	S/C	1000047	RIVET
30	1	1025112	LABEL SERVICE DISCONNECT
31	1	(SEE CHART)	RATING LABEL
32	S/C	1169214	LABEL, MAIN SVC. DISC.
33	1	1000064	LABEL, WARNING
34	1	1000158	WIREMAN PAD
35	1	1025123	LATCH PAD (1-PER) (NOT SHOWN)
36	1	1124902	CARTON (NOT SHOWN)

REV.	DATE	DESCRIPTION	ECO No.	BY					Customer: MILBANK STANDARD	
L9	5/30/17	1193012 WAS 1135946	035795	KSP	X.XXX X"		±.00 ±.015 ±2°			Drawing No.: 5168
L10	06/08/18	FIX FEATURE CALLOUTS	039095	BCU	Scale:	NTS	Checked By:			
L11	7-9-18	CORRECTED BOM TO INCLUDE BLG ANGLE AND PICTORIAL UPDATE ON PG. 2 FOR BLG PLACEMENT	039371	RRO	Drawn By:	JRS	Approved By:	Date: 2-3-04		

PREPARED FOR:



PREPARED BY:



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PH: 423-843-9500
FAX: 423-843-9509

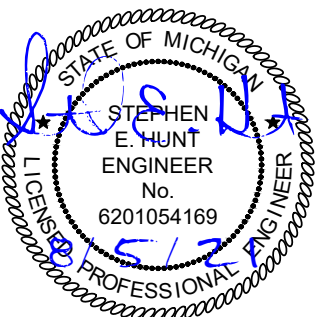
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DESIGN TYPE: COLOCATION

SHEET TITLE:
EQUIPMENT DETAILS

DRAWING NO. C7
REVISION: 0

Table 1 Radio 8843 Technical Data

Description	Value
Maximum nominal output power ^{(1) (2)}	4×40 W (B2) + 4×40 W (B66A) or 2×60 W (B2) + 2×80 W (B66A) or 4×20 W (B2) + 4×60 W (B66A) (License key is required for total power over 4×5 W.)
Number of carriers per branch	Maximum 3 per port
Number of carriers per radio	Up to 24 per radio over both bands
Frequency ⁽³⁾	1850–1910 MHz uplink 1930–1990 MHz downlink B2 1710–1780 MHz uplink 2110–2180 MHz downlink B66A
Dimensions	
Height	456 mm
Width	335 mm
Depth	282 mm
Weight	
Radio 8843	32.6 kg
Color	
Body	NCS S 1002-B
Front	NCS S 6502-B

(1) For detailed information about LTE licenses and HWAC, see *Manage Licenses and Hardware Activation Codes* in the Radio Node libraries.
(2) For detailed information about output power, see the applicable Output Power feature description.
(3) For information about IBW, see *RBS Configurations*.

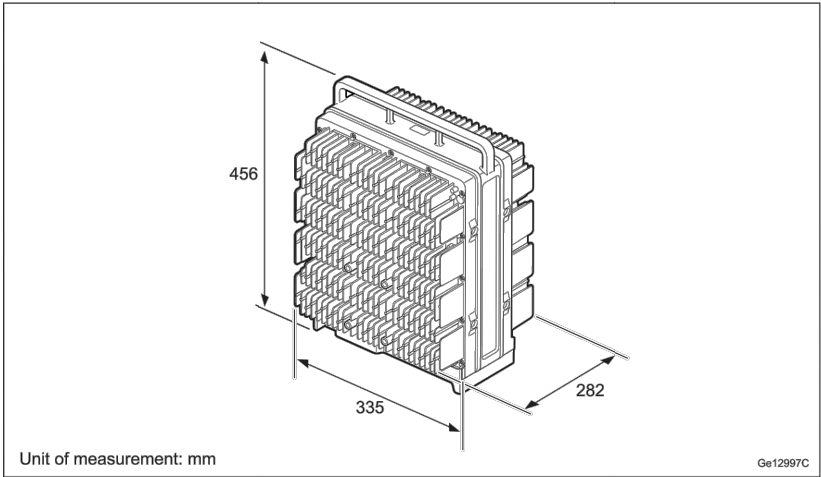


Figure 2 Radio 8843 Height, Width, and Depth

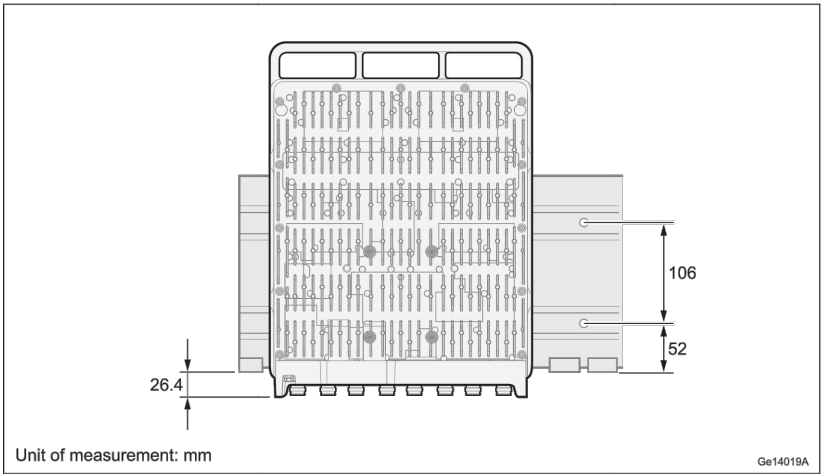


Figure 3 Radio 8843 to Rail Measurement

3.1

Installation Recommendations

To achieve reliable operation, and maximum performance, an appropriate installation location must be chosen.

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PREPARED BY:



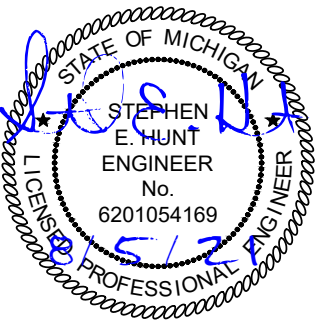
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DESIGN TYPE:	COLOCATION

SHEET TITLE:	EQUIPMENT DETAILS
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C8	0

GE
Critical Power

CC1600SC55
Small Cell Rectifier



fact sheet

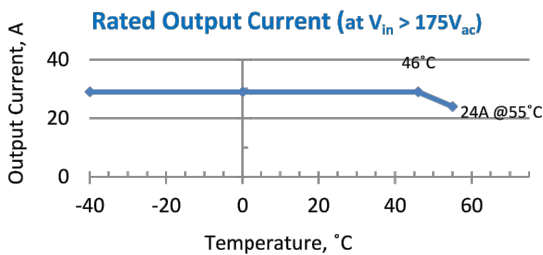
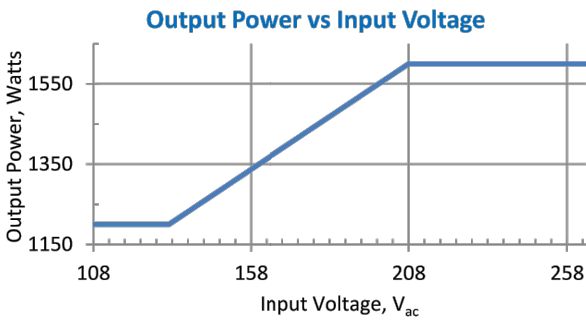
Electrical Specifications

Input Voltage & Output Power

Response to ac input voltage	Operates according to figure, turning on at all V_{in} above 95V _{ac} . Output power 1200W < 132V _{ac} 1600W > 200V _{ac} Output power follows linear path between defined points.
Ac input current	12A @120V _{ac} 9A @208V _{ac}
Power Factor	0.98@loads over 50%
THD	< 5% @loads over 50%
Harmonics	EN61000-3-2
Frequency	45-66Hz

Output

V _{out}	+42–58V _{dc} range Default = 55.5 V _{dc}
I _{out}	22A out @ low input line 29A out @ high input line
Regulation	± 0.5% w/controller, 2% over life load and temperature
Dynamic response	20 to 80% load step settles to less than 1% in 5 ms
Ripple	100 mV _{rms} , 250 mV _{p-p}
Efficiency	Approaching 96%
Start up	Start up is monotonic
Walk in	Current walk in over 8 to10 seconds
Overload	Shuts down with no damage when presented with a 15 milliohm short
shutdown	
Protection	Internally Fused



Environmental, Compliance & Physical

Operating Ambient Temperature Range	-40°C to +46°C (Output derates 2%/°C beginning at 46°C)
Cooling Method	Natural Convection
Operating Relative Humidity	0 - 95% (non-condensing) for use in a controlled environment
Electromagnetic Compatibility	FCC Part 15, EN 55032 (CISPR32), EN 55035, Level A, GR-1089
Lightning Surge	EN/IEC 61000-4-5 Level 4 (Error free), ANSI C62.41 Category B 100 kHz ring and 1.2/50µs combination waves (6kV damage free)
Agency Certifications*	ANSI/UL60950-1-2014, EN60950-1 2 nd ed+A1+A2, CAN/CSA C22.2 No. 60950-1-07 +Am2: 2014, NEBS GR-1089, GR-63-CORE, CE, RoHS6/6, GR-3108 Class 4
Mean Time Between Failure (MTBF)	300k Hours @ 25°C per Telcordia SR-332, Method 1, Case 3
Height x Width x Depth, Weight, Packaged weight	17x9.5x4.4in (432x241x112mm), 20.75 lbs (9.4 kg), 25.75 lbs (11.68 kg)
Mounting	Pole, Wall, Pedestal, Shroud

Table 1 Radio 2208 Technical Data

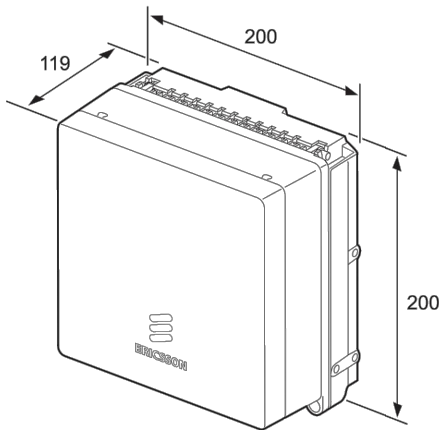
Description	Value
Maximum nominal output power ⁽¹⁾	2 × 10 W
Number of carriers ⁽¹⁾	three carriers
Frequency ⁽²⁾	3550–3700 MHz for uplink and downlink B48 for LTE
Dimensions with Cover	
Height	200 mm
Width	200 mm
Depth	99 mm
Dimensions with Antenna	
Height	200 mm
Width	200 mm
Depth	119 mm
Weight with Cover	
Radio 2208	4.85 kg
Weight with Antenna	
Radio 2208	5.55 kg
Color	
Description	Value
Body	NCS S 1002-B

(1) Detailed information about licenses and hardware activations codes (HWAC) can be found in:

LTE: Manage Licenses and Hardware Activation Codes in the Radio Nodes libraries.

(2) Information about Instantaneous Bandwidth (IBW) can be found in RBS Configurations.

The Radio height, width, and depth with antenna are shown in Figure 2.



Unit of measurement: mm

Ge7602E

Figure 2 Radio 2208 Dimensions with Antenna

PREPARED FOR:

verizon

PREPARED BY:

TeleCAD
Wireless

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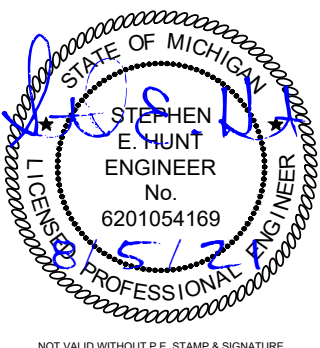
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SHEET TITLE:

EQUIPMENT DETAILS

DRAWING NO.

C9

REVISION:

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ELECTRICAL NOTES:

- 1. PROVIDE AND INSTALL WARNING TAPE FOR ELECTRIC SERVICE CONDUIT 18" ABOVE CONDUITS.
- 2. CONTRACTOR TO PAY FOR THE SERVICE AS DIRECTED BY THE MUNICIPALITY.
- 3. CONTRACTOR TO USE PVC SCH 80 CONDUIT WHERE CONDUITS CROSS ACCESS ROADS.
- 4. CONTRACTOR SHALL COORDINATE WITH ELECTRIC COMPANY FOR SERVICES.
- 5. CONTRACTOR TO PAY ALL FEES FOR SERVICES REQUIRED.
- 6. CONTRACTOR TO BE ADVISED THAT EXISTING UNDERGROUND CONDUITS, GROUND CABLES EXIST. DIG WITH CAUTION.
- 7. CONTRACTOR TO VERIFY POWER AND TELCO LB LOCATIONS AND FLEX CONDUIT SIZE AND ROUTING TO THE EQUIPMENT WITH MANUFACTURER'S DRAWINGS.
- 8. OPEN CUT CONSTRUCTION THROUGH EXISTING PAVEMENT, I.E. ROADWAYS, PARKING AREAS, SIDEWALKS WILL NOT BE ALLOWED. CONSTRUCTION UNDER EXISTING PAVEMENTS WILL BE REQUIRED TO BE INSTALLED WITH DIRECTIONAL BORING TECHNIQUE.

UTILITY NOTES:

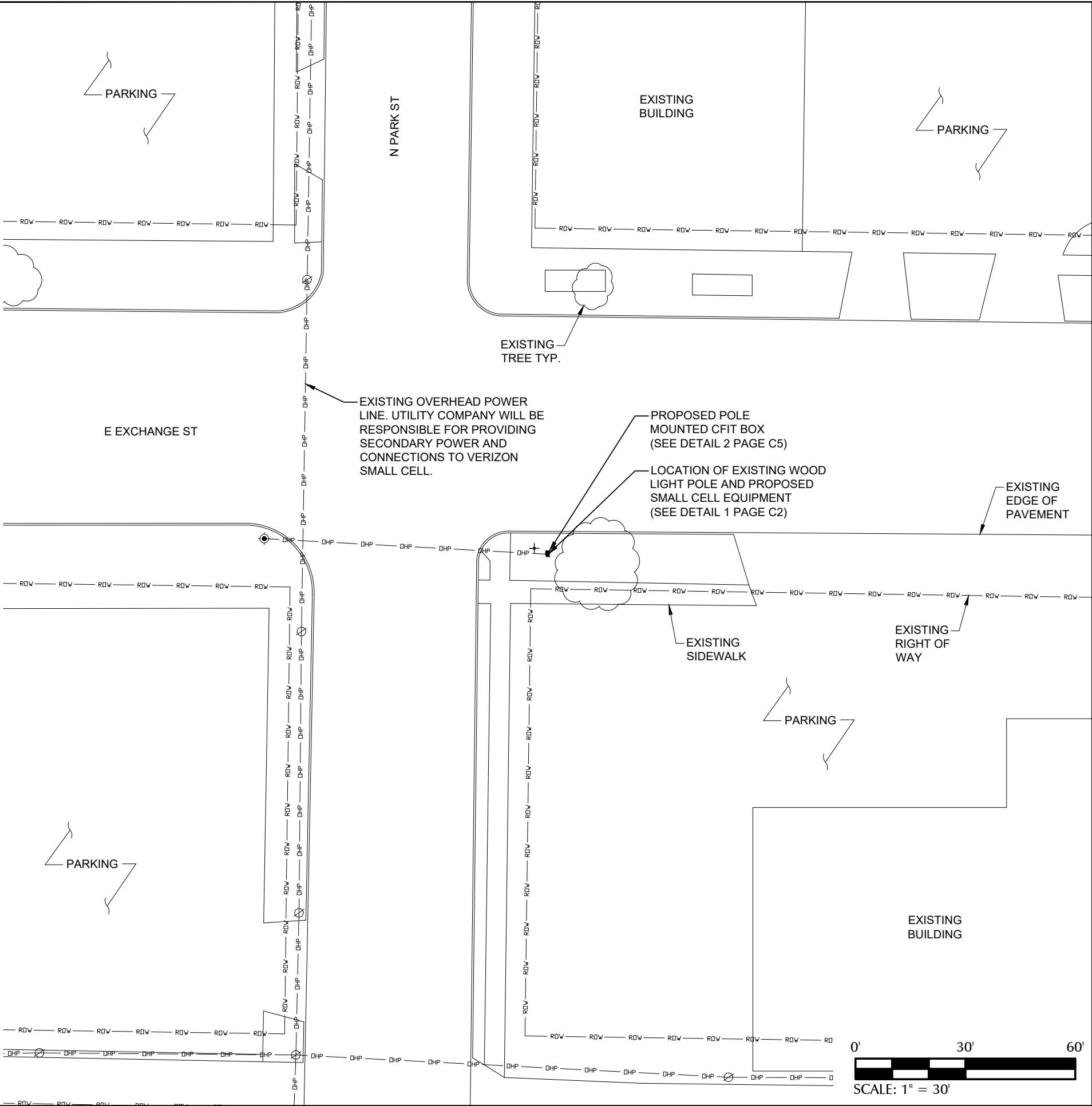
- 1. ALL POWER CONDUITS ABOVE GRADE, SWEEPS, & ELBOWS TO BE PVC SCH 40.

STANDARD POWER SUPPLY FOR THE SMALL CELL NODES IS A 100 AMP 120/208 OR 240 VOLT SINGLE PHASE SERVICE

SERVICE CONDUCTOR MAXIMUM DISTANCE CHART						
WIRE SIZE	ALUMINUM		COPPER		CONDUIT SIZE	
	208V	240V	208V	240V		
3 AWG	85'	100'	130'	155'	1 1/4" MIN	
2 AWG	105'	120'	170'	200'	1 1/4" MIN	
1 AWG	130'	150'	210'	240'	1 1/2" MIN	
1/0 AWG	150'	170'	240'	280'	1 1/2" MIN	
2/0 AWG	190'	220'	290'	330'	1 1/2" MIN	
3/0 AWG	230'	265'	355'	410'	2" MIN	
4/0 AWG	265'	310'	425'	490'	2" MIN	
250 KCMIL	315'	365'	480'	555'	2 1/2" MIN	
300 KCMIL	360'	415'	540'	625'	2 1/2" MIN	
350 KCMIL	405'	470'	605'	700'	2 1/2" MIN	
400 KCMIL	440'	510'	660'	760'	3" MIN	
500 KCMIL	520'	600'	755'	870'	3" MIN	

LEGEND

OVERHEAD UTILITIES	DHU	CATCH BASIN	⌘
UNDERGROUND POWER	UGP	STREET SIGN	—
OVERHEAD POWER	DHP	4 WAY STREET SIGN	+
UNDERGROUND TELCO	UGT	UTILITY POLE	⊗
OVERHEAD TELCO	DHT	LIGHT POLE	⦿
GAS LINE	GAS	WATER VALVE	⊗
FENCE	x-x-x-x-x-x-x-x	MANHOLE	M
WOOD FENCE	o-o-o-o-o-o-o-o	GAS VALVE	⊗
SEWER LINE	SVR	FIRE HYDRANT	⦿
WATER LINE	VTR	TELCO PEDESTAL	T
HYBRID CABLE	HYB	ELECTRICAL BOX	E
HIGH VOLTAGE POWER	HVP		
FIBER	FBR		
RIGHT-OF-WAY	RDW		
PROPERTY LINE	PL		



PREPARED FOR:



PREPARED BY:



1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

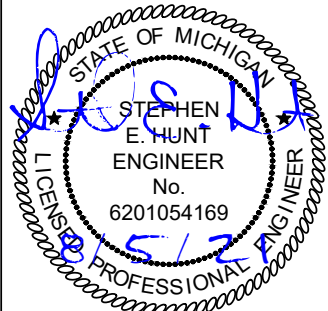
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REVISIONS

NO.	DATE	BY	DESCRIPTION
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A	08/05/21	USE	PRELIMINARY REVIEW

ENGINEER'S STAMP:

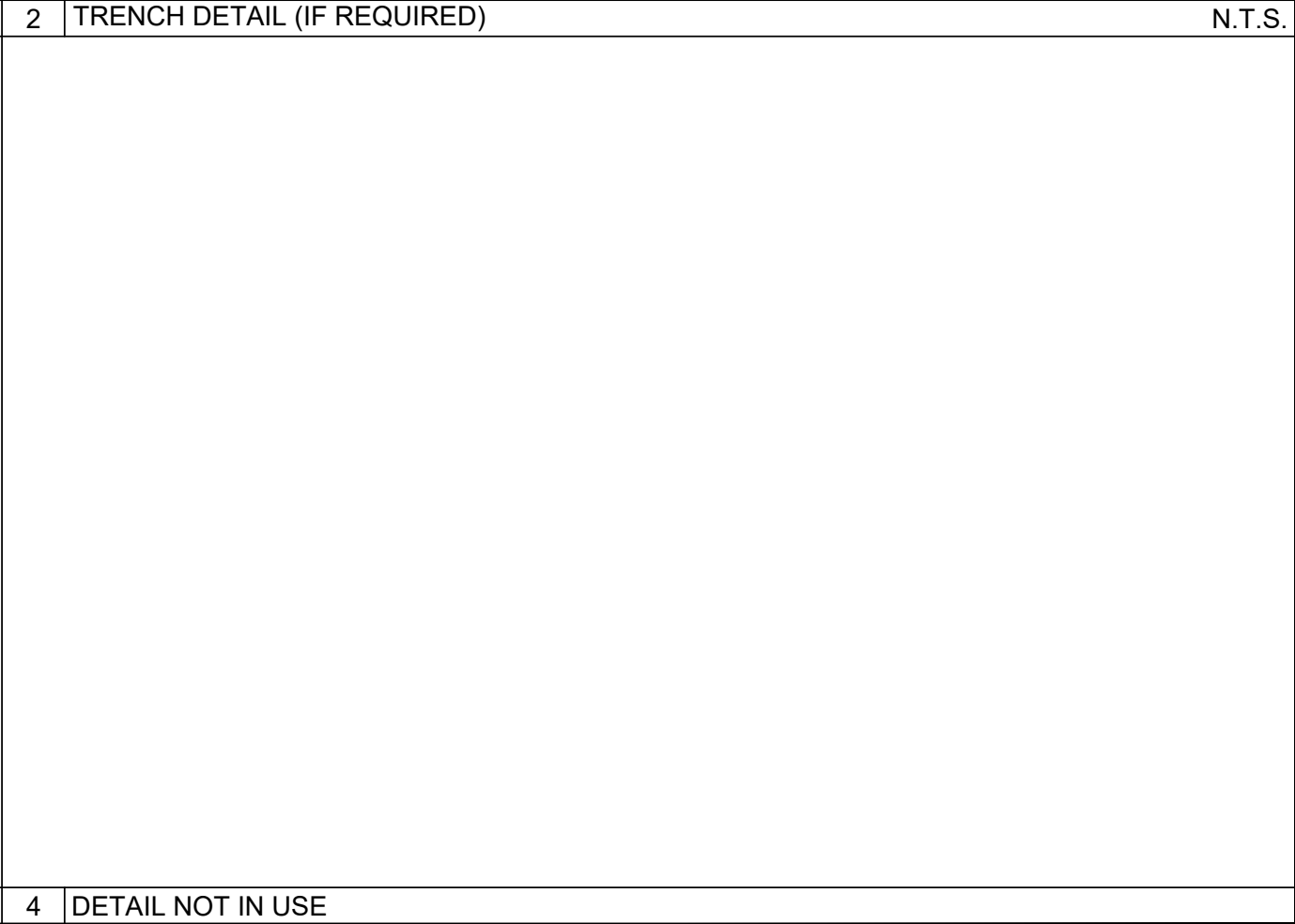
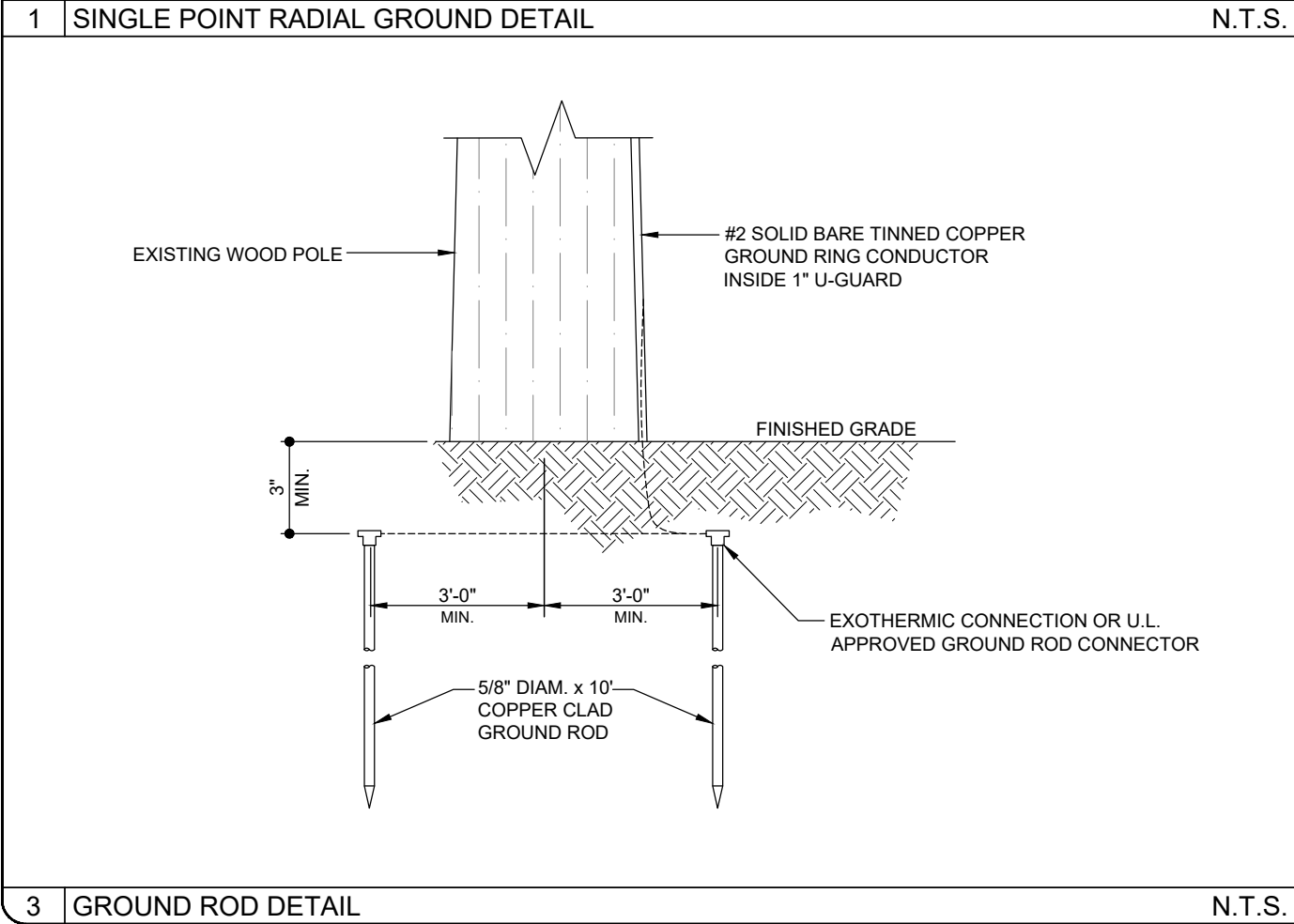
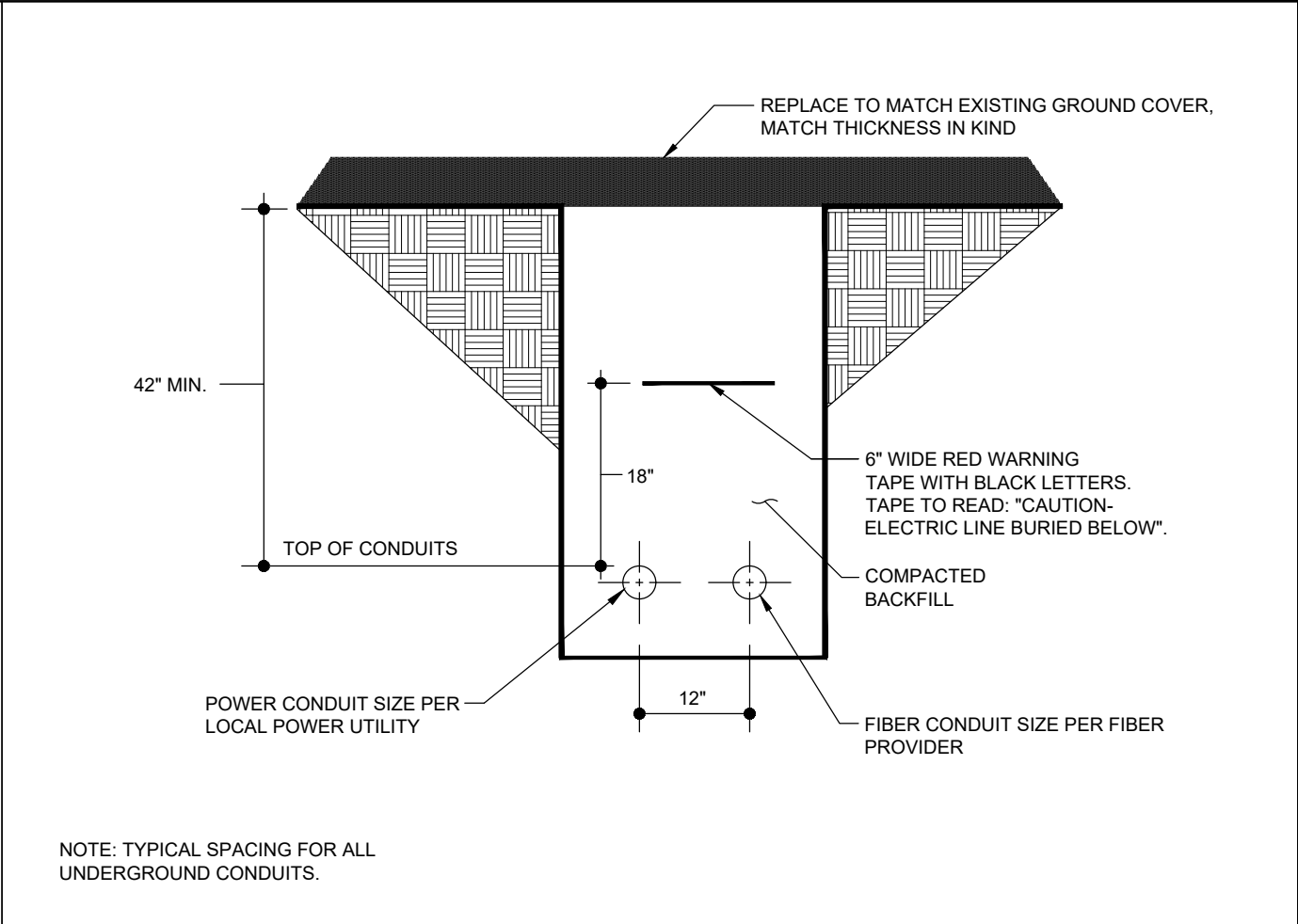
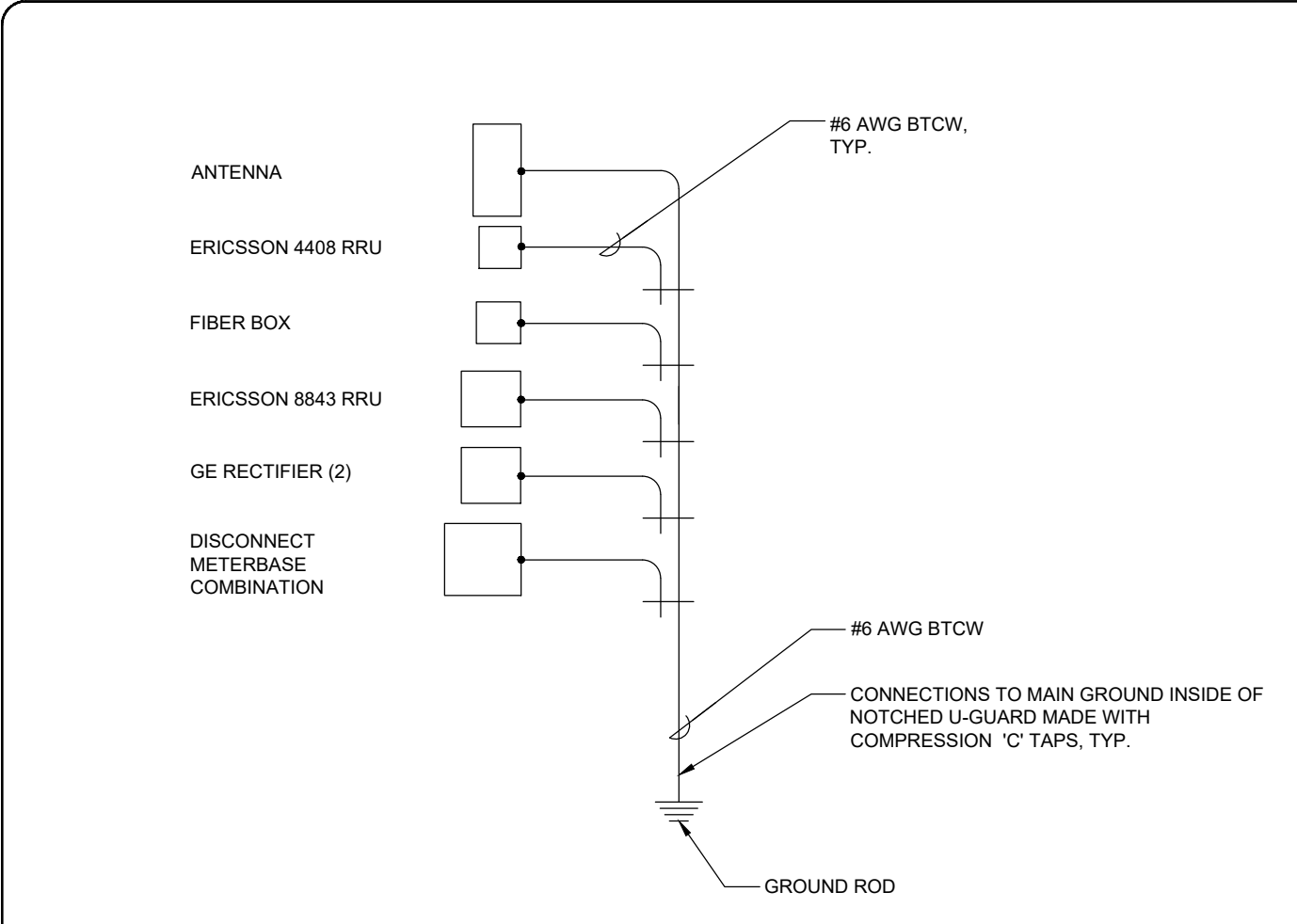


NOT VALID WITHOUT P.E. STAMP & SIGNATURE

SITE NAME:	16441
ADDRESS:	216 E EXCHANGE ST OWOSSO, MI 48867
COUNTY:	SHIAWASSEE
LATITUDE:	42°59' 54.276" N
LONGITUDE:	84°10' 9.156" W
DESIGN TYPE:	COLOCATION

SHEET TITLE:	UTILITY SITE PLAN
--------------	-------------------

DRAWING NO.	REVISION:
E1	0



PREPARED FOR:



PREPARED BY:



1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

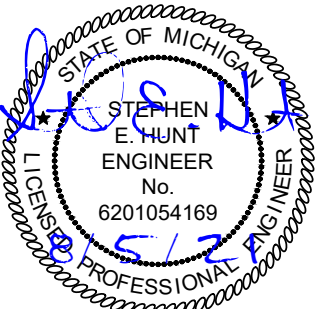
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NO.	DATE	BY	DESCRIPTION
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A	08/05/21	USE	PRELIMINARY REVIEW

ENGINEER'S STAMP:



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SITE NAME: 16441

ADDRESS:
216 E EXCHANGE ST
OWOSSO, MI 48867

COUNTY:
SHIAWASSEE

LATITUDE:
42°59' 54.276" N

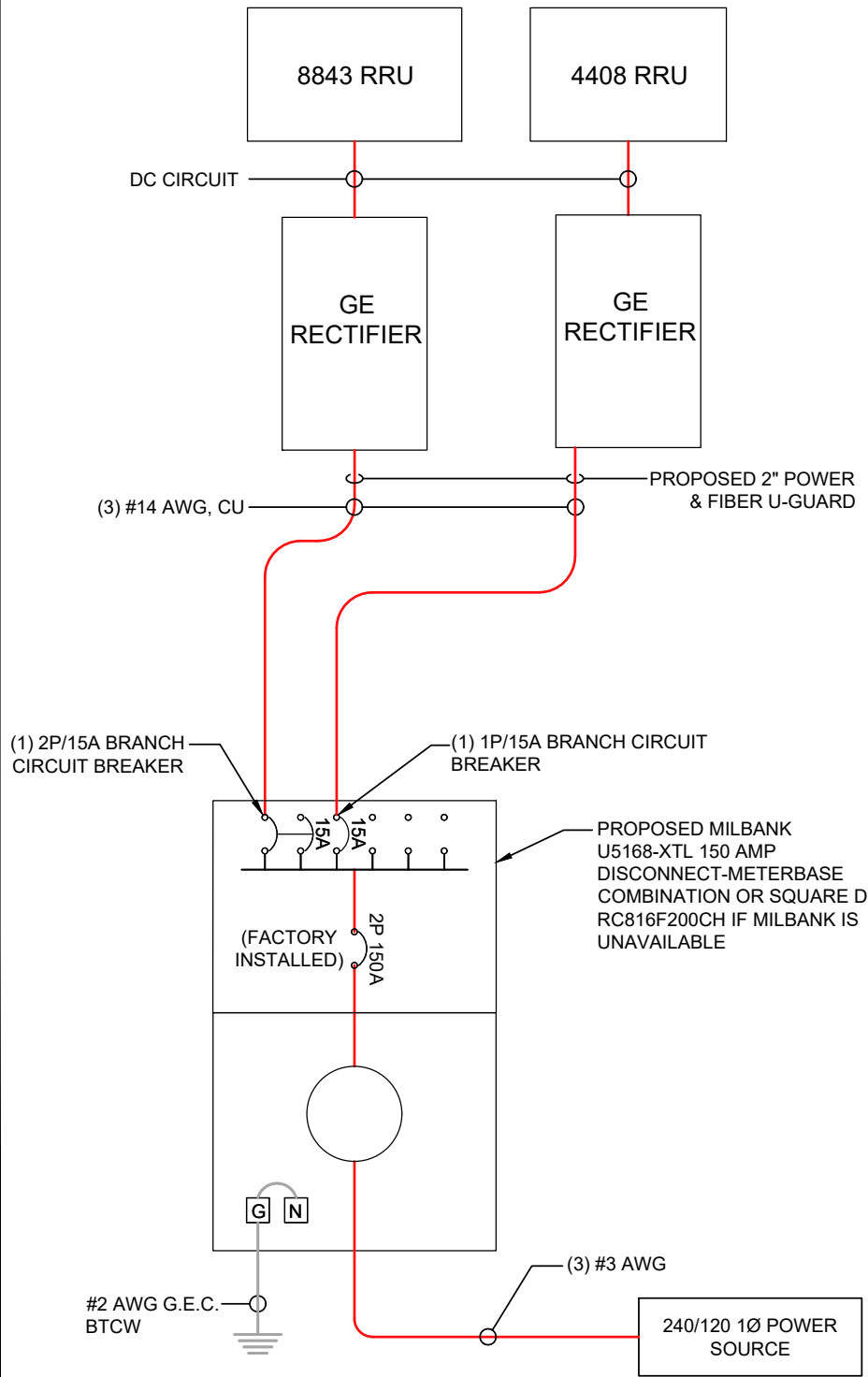
LONGITUDE:
84°10' 9.156" W

DESIGN TYPE:
COLOCATION

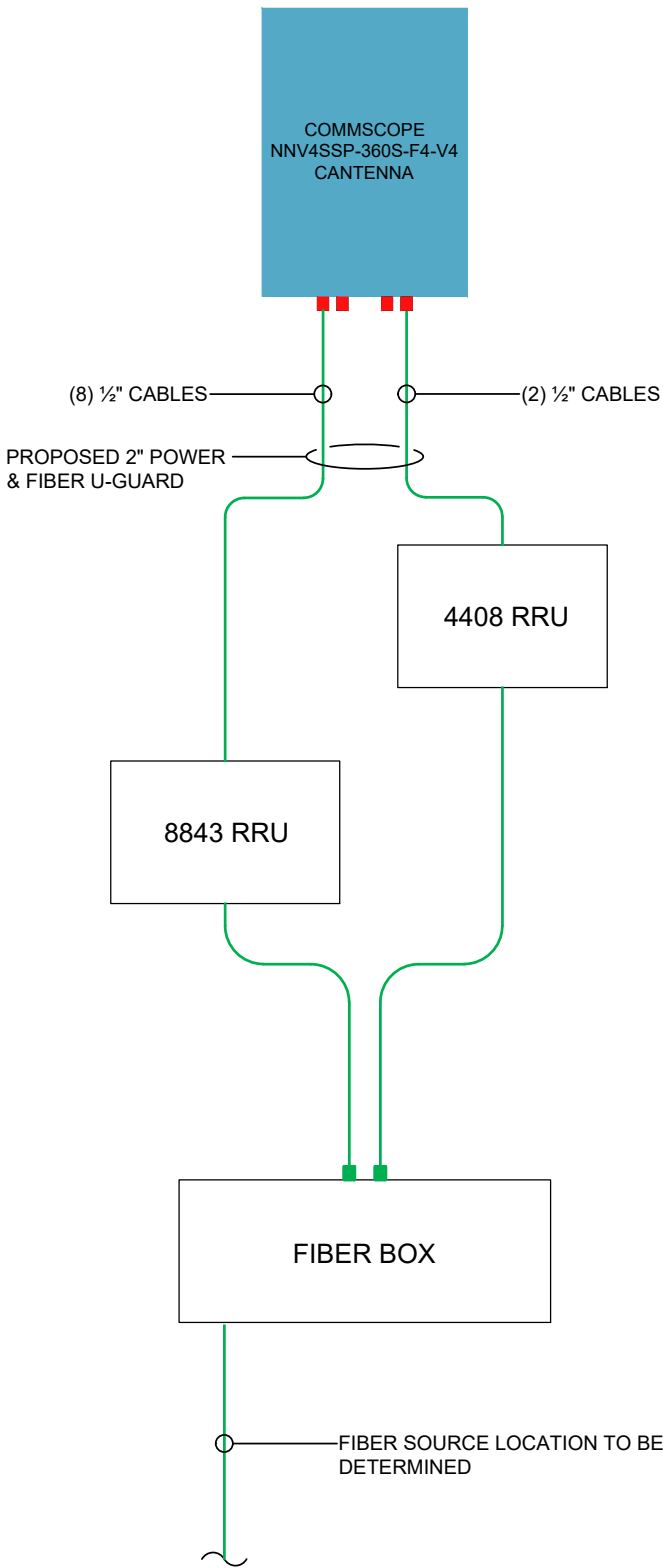
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ELECTRICAL DETAILS

DRAWING NO. E2
REVISION: 0

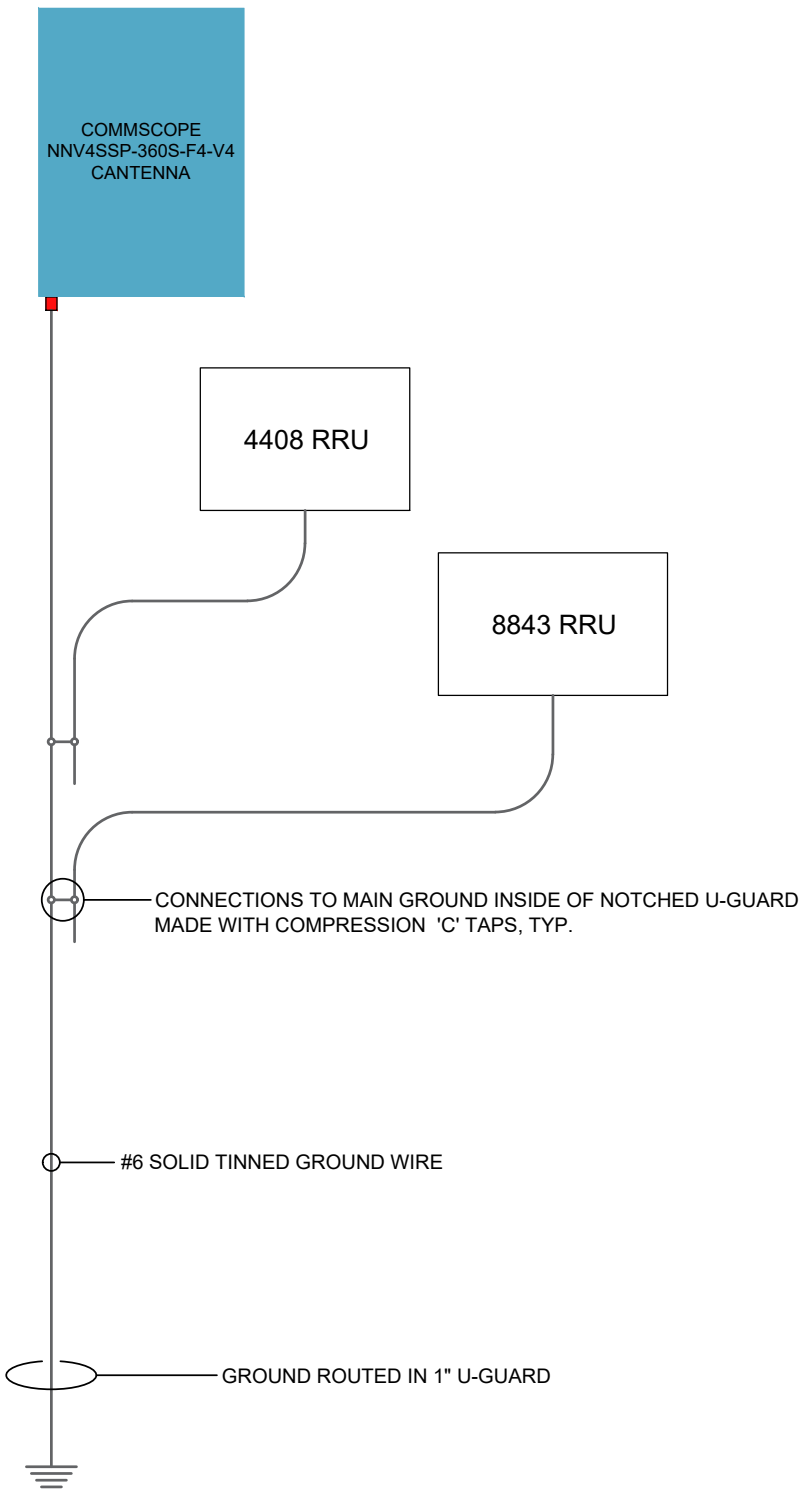
POWER ROUTING



FIBER ROUTING



GROUND ROUTING



PREPARED FOR:



PREPARED BY:



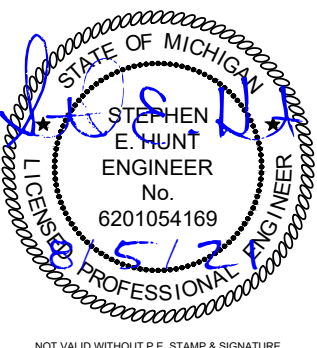
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HIXSON, TN 37343
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0	08/05/21	JSK	CONSTRUCTION ISSUE	
A	08/05/21	USE	PRELIMINARY REVIEW	
NO.	DATE	BY	DESCRIPTION	

ENGINEER'S STAMP:

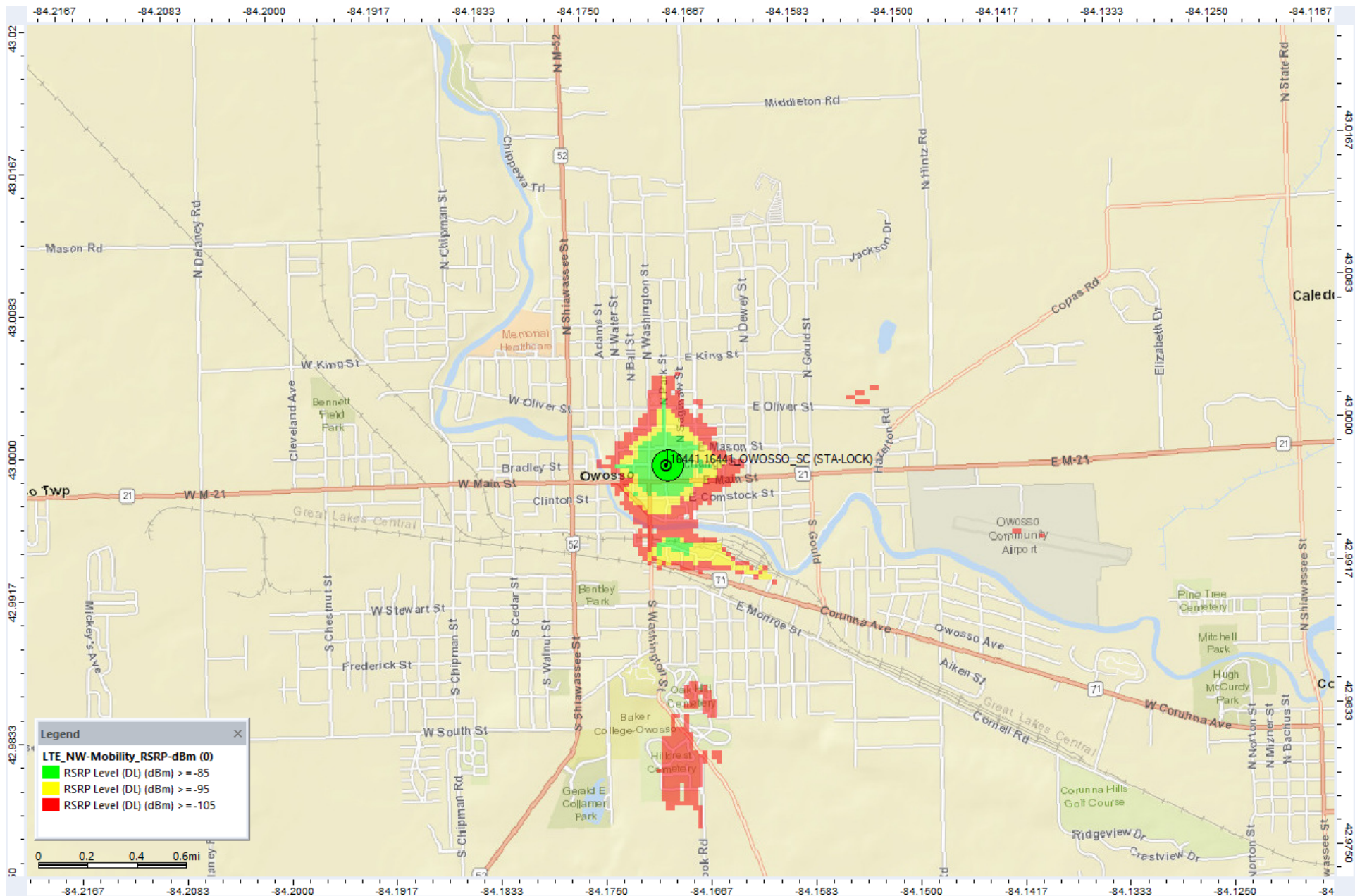


NOT VALID WITHOUT P.E. STAMP & SIGNATURE

SITE NAME: 16441
ADDRESS: 216 E EXCHANGE ST
OWOSSO, MI 48867
COUNTY: SHIAWASSEE
LATITUDE: 42°59' 54.276" N
LONGITUDE: 84°10' 9.156" W
DESIGN TYPE: COLOCATION

SHEET TITLE: SINGLE LINE DIAGRAM

DRAWING NO. E3
REVISION: 0



Coverage Area



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 3, 2022

TO: Mayor Eveleth and the Owosso City Council

FROM: Tanya S. Buckelew, Planning & Building Director

SUBJECT: Community Participation Plan Adoption

RECOMMENDATION:

City staff and the Planning Commission recommend approval and adoption of the Community Participation Plan (CPP).

BACKGROUND:

As required by the MEDC for the Redevelopment Ready Communities (RRC) Program, the City adopted a Community Participation Plan in 2017. The plan is required to be updated every 5 years and when the Master Plan is updated. The plan was recently updated and adopted by the Planning Commission at their regular meeting on February 28, 2022. The Planning Commission and City staff recommend adoption of the Plan as presented.

RESOLUTION NO.

**UPDATING THE CITIZEN PARTICIPATION PLAN
FOR GRANT PURPOSES**

WHEREAS, the city of Owosso wishes to participate in various state and federal funding opportunities for redevelopment purposes; and

WHEREAS, the Department of Housing and Urban Development (HUD), through the auspices of the Michigan Economic Development Corporation (MEDC) has Community Development Block Grant (CDBG) funding programs available; and

WHEREAS, CDBG funding can help eliminate blight through the rehabilitation of obsolete properties, and the City wishes to avail itself of said funding to help property owners rehabilitate properties; and

WHEREAS, to become eligible for CDBG funding the city of Owosso is required to create, implement and update every five (5) years, a citizen participation plan that meets regulations set forth by HUD and the MEDC; and

WHEREAS, such a plan was created, approved, and implemented in 2017 and the city must now update the plan to incorporate various citizen participation activities and engagement procedures.

NOW, THEREFORE, BE IT RESOLVED, that the Owosso City Council approves the Owosso Citizen Participation Plan this Monday, March 7, 2022 as attached.



Citizen Participation Plan Planning and Development Projects

City of Owosso

**301 W. Main Street
Owosso, MI 48867**

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1. PARTICIPATION GOALS AND OBJECTIVES

Owosso strives to involve the community in the decision making process and recognizes its citizens as “key stakeholders” in the future development of the City. City staff draws on a variety of methods of communication and outreach in order to understand what citizens want. The goals of the Citizen Participation Plan are outlined below.

- **Solicit public participation in each phase of planning processes.**
Throughout the planning process, the goal is to foster public participation in important policy or project decisions before they are finalized. Many opportunities exist for the public to play a role in shaping short- and long-term needs, solutions, and funding priorities. The earlier the public is involved in the process, the greater the opportunity to influence important land - use decisions.
- **Effective and attentive communication with residents.**
Every resident has a voice and many techniques are available to ensure that a diverse public is well informed and able to play a role in the planning process. Recognizing that no single technique or mechanism will work in all cases, it is up to the municipality to consider the communication needs of the public and use the most effective approaches to accomplish this objective.
- **Educational and participation initiatives to engage residents.**
The City of Owosso will provide educational materials to aide in the decision-making process and help residents understand land-use issues for making local investment decisions. Planning professionals and officials will use visualization techniques that increase public understanding of issues and concepts for specific sites or areas considered for redevelopment.
- **Develop and maintain staff expertise in all aspects of participation.**
This includes techniques for bridging language, cultural, and economic differences that affect participation; ways to convey issues and information in meaningful ways to various cultural groups; and means for ensuring equal representation for all segments of the population and sectors of the economy.
- **Provide information to the public.**
The City of Owosso is committed to seeking new and innovative ways to engage and keep the public informed throughout the process.
- **Report results.**
Record results of resident or citizen engagement and report these results back to the public. To properly capture the concerns, priorities, and vision of the public, the municipality tracks the various techniques and mechanisms of public input. To maintain transparency and consistency, information shall be made available in a timely manner, so as to enable citizens to be involved in important decisions at various stages of the review and approval process.

2. STATE & LOCAL REGULATIONS

<ul style="list-style-type: none">• Owosso City Charter• Michigan Open Meetings Act (PA 267 of 1976)	<ul style="list-style-type: none">• Owosso City Code of Ordinances• Michigan Planning Enabling Act (PA 33 of 2008)
<ul style="list-style-type: none">• Home Rule City Act (PA 279 of 1909)	<ul style="list-style-type: none">• Downtown Development Authority Act (PA 197 of 1975)
<ul style="list-style-type: none">• Brownfield Redevelopment Financing Act (PA 381 of 1996)	<ul style="list-style-type: none">• Tax Increment Finance Authority Act (PA 450 of 1980)
<ul style="list-style-type: none">• Obsolete Property Rehabilitation Act (PA 146 of 2000)	<ul style="list-style-type: none">• Section 508 of the Housing and Community Development Act of 1974, as amended
<ul style="list-style-type: none">• Title I of the Housing and Community Development Act of 1974, as amended	<ul style="list-style-type: none">• National Historic Preservation Act of 1966, as amended
<ul style="list-style-type: none">• Neighborhood Enterprise Zone (PA 147 of 1992)	<ul style="list-style-type: none">• Other local, state and federal regulations

3. KEY STAKEHOLDERS IN THE CITY OF OWOSSO

In the City of Owosso, each project will be evaluated on an individual basis to ensure inclusion for all stakeholders in the community. Stakeholders will vary according to the project being reviewed. Possible key stakeholders may include, but are not limited to, the following:

<ul style="list-style-type: none">• City Council• Residents• Neighboring jurisdictions• Emergency personnel• Baker College• Memorial Healthcare• Board of Realtors• Schools• Community visitors and tourists• Citizen volunteer groups• Shiawassee Regional Chamber of Commerce	<ul style="list-style-type: none">• City Boards and Commissions• Business Owners• Municipal employees• Michigan Department of Transportation• Commercial business owners and employees• Neighborhood groups• Churches• Senior groups• Service clubs• Shiawassee County Community Foundation• Shiawassee Economic Development Partnership
---	--

4. DEVELOPMENT REVIEW BODIES

The City encourages citizen participation in local government planning and policy decisions. Therefore, all citizens are invited to apply for appointments to the various City boards and commissions. Some boards or commissions are state-mandated while others are purely a local creation; however, they all make significant contributions to the community and its betterment, providing recommendations to City Council on a variety of issues. Vacant positions are advertised on the city's Website at www.ci.owosso.mi.us

Several Boards and Commissions review proposed plans and land use projects. They function in two capacities: 1. the public policy process and 2. Advisory and administrative roles. They have regularly scheduled meetings in place during which they review projects, deliberate on issues, and make recommendations, which include a public comment period during each of the regularly scheduled public meetings

Listed below are the Boards and Commissions in the City of Owosso that work on the planning and development review process.

➤ **City Council**

Owosso's City Council is comprised of seven members, the mayor and six representatives from the City. For many processes (excluding site plan reviews and variances), Council is the final approving body. The City Council is the legislative authority and governing body for the City. It is responsible for hiring and overseeing the City Manager, setting policy and adopting ordinances and resolutions. One of the most important policies is budgetary which is carried out through reviewing and adopting the annual budget that funds the City's operations, capital projects and council's priorities. Fiscal year begins every July 1.

➤ **Brownfield Redevelopment Authority**

Owosso's Brownfield Redevelopment Authority was formed to facilitate the sensible redevelopment of numerous underutilized or vacant commercial and industrial properties throughout the City.

➤ **Historic District Commission**

Owosso's Historic District Commission is charged with overseeing the City's historic district. The establishment of the Historic District allows property owners with contributing properties the opportunity to apply for both federal and state tax credits.

➤ **Main Street / Downtown Development Authority**

Owosso's Main Street/Downtown Development Authority is charged with overseeing the orderly development of the downtown. It is funded by taxpayer dollars through a tax increment financing arrangement. This board also oversees the Main Street program.

➤ **Planning Commission**

Owosso's Planning Commission is a nine-member body, including one member of City Council. All members are appointed by the Mayor for three-year terms. Planning Commissioners deal with development issues in the City such as rezoning, special land uses, and site plans. They are responsible for writing/amending the Zoning Ordinance and updating the City's Master Plan. Many of their recommendations go before Council for final approval and adoption.

➤ **Zoning Board of Appeals (ZBA)**

Owosso's Zoning Board of Appeals has five members, with two alternate members, including one member of Planning Commission and one member of City Council. Each member is appointed by the Mayor for a three-year term. When a resident of the City cannot meet the Zoning Ordinance requirements, an application for variance is filed with this body.

- There are many other boards and committees throughout the city. Agendas, minutes and meeting packets (along with dates and times of meetings) can be found on the City of Owosso's website at www.ci.owosso.mi.us.

BOARDS/COMMISSIONS	MEMBERS
• City Council	7
• Board of Review	5
• Building Authority	3
• Building Board of Appeals	5
• Downtown Development Authority	9
• Firemen's Memorial Steering Committee	7
• Downtown Historic District Commission	7
• Historical Commission	7
• LDFA/Brownfield Redevelopment Authority	7
• Parks and Recreation Commission	7
• Planning Commission	9
• Zoning Board of Appeals	5
COUNTY-WIDE BOARDS SUPPORTED	
Joint Trail Authority	Mid-County Wastewater Treatment Plant Review Board
Owosso Community Airport – Shiawassee Airport Board of Trustees	Shiawassee Area Transportation Agency
Shiawassee Council on Aging	Shiawassee District Library

➤ **Open Meetings**

All meetings of the City Council, and its various Boards and Commissions, are open to the public in accordance with the "Open Meetings Act," PA 267 of 1976 as amended, except Closed Session Meetings as provided for in the Act. Public notices for these meetings are posted on the website at www.ci.owosso.mi.us and at City hall, 301 West Main Street, Owosso

5. METHODS FOR COMMUNITY PARTICIPATION

There are many situations in which the City will solicit public input for a plan or project. Public participation in the planning process not only satisfies political and public need, it also increases the likelihood of plan success by making a more durable document. When residents are involved in the planning process, they are more likely to stay involved afterwards by partaking in the action plan to better their community with a sense of ownership. Broad engagement in the planning process also helps to prevent delays caused by unforeseen issues. Engagement efforts will vary depending upon the type, intensity, and location of a project or plan.

The following are methods that may be used to reach the appropriate level of public participation when taking action on land use or development applications. The City of Owosso will always attempt to use more than one tool or method, depending on the specific project and target audience. This list is flexible and can change based on each project's needs and circumstance.

➤ **Inform – provide information and assist public understanding**

- ✓ **Website** – www.ci.owosso.mi.us announces meetings, posts packets and agendas, minutes, and periodically will contain pages or links for topics of major interest.
- ✓ **Newspaper** – The Argus Press and Owosso Independent are the City of Owosso's

newspaper outlets. The Argus is printed daily while the Independent is printed weekly.

- ✓ **Internet** – City Council meetings are recorded and posted on the city website.
- ✓ **Printed postings** – Available for viewing at the city hall 1st floor lobby bulletin board.
- ✓ **Announcements** – Announcements during meetings of the City Council and other boards and commissions.
- ✓ **Postal mail** – Postal mailings to neighbors within 300 feet of a given project, according to statute.

➤ **Consult – obtain public feedback**

- ✓ **Social Media** – The City utilizes Social Media to announce meetings, street closures, water main breaks, storm news, etc.
- ✓ **Surveys** – Utilizing online and paper surveys allows for the collection of large amounts of data and opinions from the public.
- ✓ **Public Hearings** – Public attendance at meetings is strongly supported and allows for an appropriate venue for public input.

➤ **Involve – work directly with public throughout the process**

- ✓ **Open Houses** – In order to create two-way communication, the City will hold open house events for projects and initiatives as needed.

➤ **Collaborate – partner with public in decision making**

- ✓ **Focus Groups** – Bringing together stakeholders to discuss and brainstorm decision-making options.
- ✓ **Community workshops** – Issues that require community feedback can benefit from a noticed workshop.
- ✓ **Charrettes** – Meetings in which all stakeholders in a given project gather to resolve conflicts and map solutions to issues facing the community.

Various times exist in the planning process when the City Council, the Planning Commission, and/or the Zoning Board of Appeals request public input. These processes include public hearings for rezoning of land, amendments to the Zoning Ordinances, the Master Plan, requested variances and special land uses.

6. PROCESSES FOR DEVELOPMENT

The following processes require that neighbors within 300 feet of a property be personally notified:

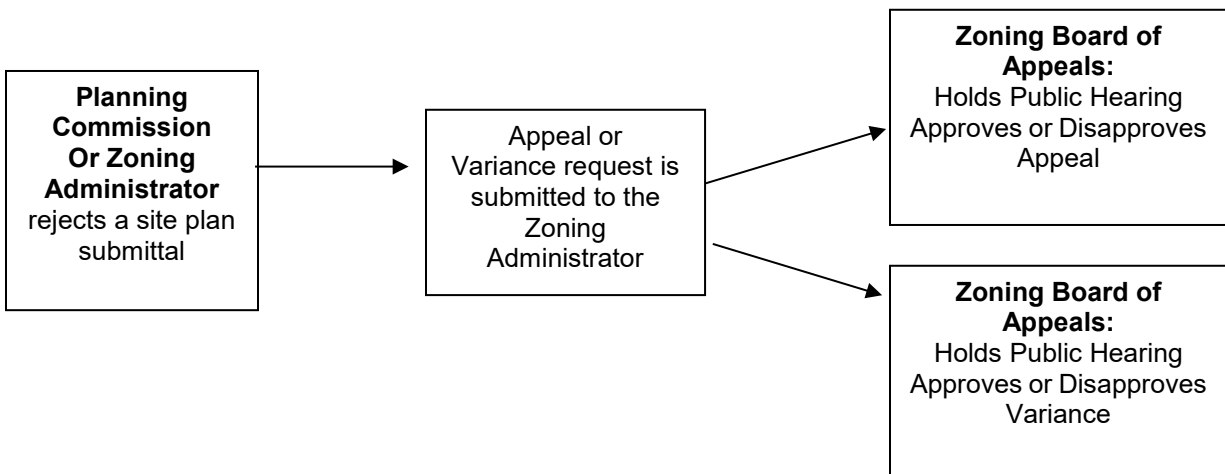
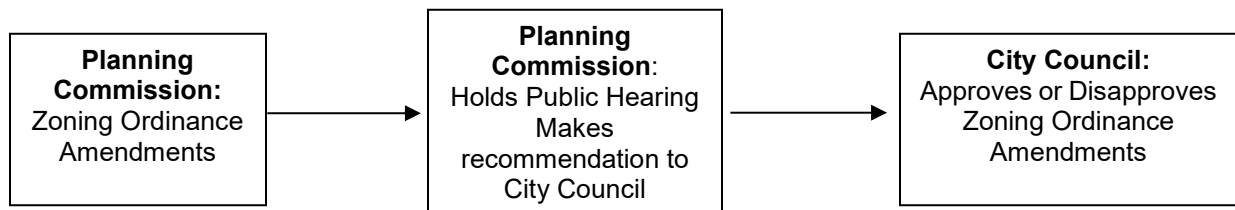
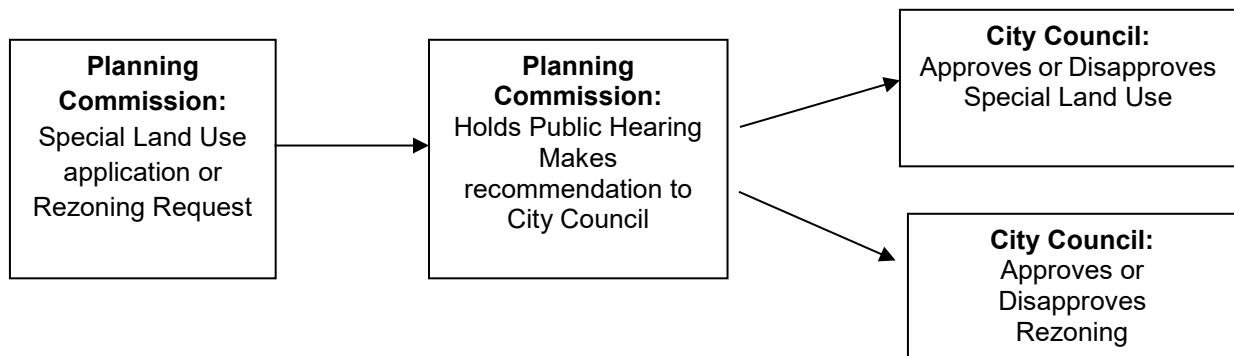
- Rezoning of property
- Special land use
- Variance requests

Statutes require these processes be noticed in a newspaper of general distribution in the City as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting.

All meetings are held in a facility accessible to persons with disabilities, and the City shall provide reasonable accommodations. Individuals with disabilities requiring reasonable accommodations or services should contact the City Clerk's office, 989-725-0500.

Interested persons are encouraged to contact the City Clerk or to check the city's website at www.ci.owosso.mi.us in order to be kept informed of any meeting schedule, agendas, variations, or location changes. Meeting agendas and packets are available on the City's website in advance of the meeting.

The flowchart below outlines the time lines for these processes:



7. ADDITIONAL OUTREACH STRATEGIES

➤ **Master Plan Update**

The Master Plan is the visioning document for the City by which future developments and policies are created from. Therefore, it is integral in the planning process to get the broadest engagement and most public input. A variety of communication tools are used with an effort to gain attention and involvement from the broadest cross section of residents, representative of the entire City.

At least two workshops or visioning forums are held. Notice is given to all residents when the planning process begins and when a draft plan has been created. A public forum is held to review the draft document. Various other input methods are used as well, including, but not limited to, web surveys, interactive mapping projects, electronic updates, focus groups and soliciting input from business leaders and neighboring community leaders.

➤ **Zoning Ordinance Update**

The Zoning Ordinance is the regulating document that helps forward the vision of the City as well as promote public health, safety and general welfare. Since this document establishes comprehensive zoning regulations and provides for the administration, enforcement and amendment of those regulations, it is important that the public is informed of and can give input about updates. Zoning regulations are based off the Master Plan and therefore do not need as extensive of an input process. However, informing and educating the public about updates or revisions of the ordinance is important. Traditional communications methods are utilized.

➤ **Downtown Development Plan**

The Downtown Development Plan is the guiding document for the vision and success of the downtown. Downtown development planning is key to the success of a city and its economic development. Public input and engagement in this process is crucial. Education on topics such as Tax Increment Financing (TIF), make this process easier and visioning techniques can help the public understand various planning concepts.

Owners can be useful in bridging any misunderstandings. Public visioning sessions, websites, interactive mapping, and focus groups can all be useful in creating the Downtown Development Plan.

➤ **Parks and Recreation Plan**

Workshops, focus groups, surveys, websites, and/or alternative methods are useful in recreation planning. The last update of the Owosso Parks and Recreation Plan had a public input process that included a community survey and multiple public meetings.

➤ **Low Engagement Development Plan**

Low Engagement Development plans require review by city staff and may be approved administratively. If there are any questions, it may be forwarded to the Planning Commission for review and approval.

➤ **High Engagement Development Plan**

A high engagement development plan will most likely require one or more focus groups of relevant residents, business owners, and/or organization leaders. Proactive notification and timely education can prevent some controversy. Mailings, media, websites, and other methods can keep residents informed to prevent misinformation and misunderstanding. Public hearings can allow developers, residents and officials to work through development plans and solicit input.

➤ **Citizen Participation Plan Update**

Like all documents, the City of Owosso understands that the Citizen Participation Plan will need to be reviewed and updated on a routine basis. This plan will be updated as needed, at a minimum of every five years, in conjunction with the City's Master Plan. Updates to this plan will be drafted by staff, reviewed and recommended by the Planning Commission, and approved through the City Council.

8. COMMUNICATING RESULTS

The City of Owosso will:

- Publicly communicate all results of community input on planning and development issues.
- Utilize one or more of the "Inform" methods to relay results back to the public.
- Provide for a formal written procedure that will accommodate a timely written response to written complaints and grievances, within 15 days where practicable.

9. EVALUATION AND IMPROVEMENT

Continuous review of our public input processes is the only way that Owosso will remain a thriving and connected community. The residents are what make Owosso such a great community to live in; their creativity and talent are irreplaceable in the planning processes. Therefore, reflection on communication and involvement efforts is needed to verify that optimal methods are used.

A Communication Event Satisfaction Survey will be used at each event (see page 11). Results can be analyzed by keeping records of participation, including the types of communication used, the quality and quantity of comments received, and the number of participants involved. The hired consultant or staff will be in charge of recording participation.

Each plan and project shall include a Public Participation Review (see page 12). Documentation will contribute to a public participation process that is continuously evolving to efficiently obtain public input. To insure that methods are effective, the plan will be reviewed annually and updated when necessary. Methods that have failed will not be removed from the Citizen Participation Plan, but will be reviewed and documented so that the same mistakes will not be made in the future.

10. COMMUNITY EVENT SATISFACTION SURVEY – PUBLIC ATTENDEES

Please take a moment before you leave to complete the following:

Date:

What Event/Meeting did you attend today?

How did you hear about this Event/Meeting?

Was this Event/Meeting held at a convenient location and time?

What time or location would have been more ideal?

Are you glad you came to the Event/Meeting?

How would you improve it?

The City of Owosso thanks you for your attendance. This survey will assist city personnel to learn from attendees the success of the public input process.

11. INTERNAL PUBLIC PARTICIPATION EVALUATION - PARTICIPANTS

Please take a moment before you leave to complete the following:

Type of public participation:

Date and Time:

How was the Event/Meeting advertised?

Where was the Event/Meeting held?

How many people attended?

Was there a group under-represented? Over-represented?

Who facilitated the Event/Meeting?

How could the Event/Meeting have been improved?

Please return this form to the Planning and Zoning Department. Thank you!



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 7, 2022
TO: City Council
FROM: Ryan E. Suchanek, Director of Public Services & Utilities
SUBJECT: Proposed Water & Sewer Rate Schedule for FY 2022 - 2023

RECOMMENDATION:

Approve resolution adopting revised water and sewer rates and authorizing the charge of said rates beginning with the first quarter billing period for fiscal year 2022 - 2023.

BACKGROUND:

Attachment (1) is the proposed water and sewer rate schedule for the fiscal year beginning July 1, 2022. The proposed rate changes are in line with current capital and operating cost projections.

The Water Main Capital Charge (based on meter size) will increase from \$25.00 to \$27.00 per quarter for residential customers, and increase proportionately for all other larger size meters - normally for commercial accounts. The capital charge is intended to generate additional revenue for planned water main and lead service line replacements.

The in-town Water Demand Charge (based on meter size) will increase from \$39.00 to \$41.00 per quarter for residential customers, and increase proportionately for all other larger size meters – again, normally for commercial accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The out-of-town Water Demand Charge (based on meter size) will increase from \$78.00 to \$82.00 per quarter for residential customers, and increase proportionately for all other larger size meters. Twenty five percent of revenue received is returned to the townships for water system improvements.

The in-town Water Usage Charge will increase from \$2.50 to either: (\$3.15 or \$3.35) per meter unit (100 cubic feet or about 750 gallons). The out-of-town Water Usage Rate would increase from \$5.00 to either: (\$6.30 or \$6.70) per unit (with 25% of the revenue received being returned to the Townships for water distribution system improvements). The wholesale rate charged to the City of Corunna will increase by the same percentage as the City rate plus 10% (as per the agreement).

The in-town Sewer Demand Charge (based on meter size) will increase from \$35.00 to either: (\$38.00 or \$40.00) per quarter for residential customers, with larger increases proportional to meter size for all other accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The Sewer Usage Charge would increase from \$3.05 to either: (\$4.00 or \$4.75) per unit of metered water. This applies to City of Owosso customers only, as the Townships and Corunna separately bill their own customers. Costs for the Mid-County Wastewater Treatment Plant are shared on a wholesale basis between the 4 mid-County local units of government. The increase in the Sewer Usage Charge is necessary to cover the City's share (about 70%) of the cost of the plant operation.

The changes to the Water & Sewer Rate Schedule are itemized in attachment (2).

The increased water/sewer rate components will become effective on July 1, 2022.

FISCAL IMPACTS:

These above changes will result in an overall 18.0% – 27.6% (depending on your decision) increase in a typical residential water/sewer bill.

Document originated by:

Ryan E. Suchanek, Director of Public Services & Utilities

Attachment: (1) Resolution

(2) Annual Owosso Rate Comparisons

RESOLUTION NO.

WATER AND SEWER RATE SCHEDULE FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2022

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the revised rate schedule for water and sewer service shall be in effect for the City fiscal year beginning July 1, 2022 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal bill date of June 30, 2022 covering the quarter from April to June 2022 shall be billed under the previous rate schedule. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

CITY OF OWOSSO WATER AND SEWER RATE SCHEDULE FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2022

I. QUARTERLY WATER AND SEWER RATES

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

QUARTERLY WATER SERVICE CHARGE:

In-town: In-town Water Usage Charge of **(\$3.15 or \$3.35)** per meter unit plus In-town Water Demand Charge plus Capital Charge from Table below.

Out-of-town: Out-of-town Water Usage Charge of **(\$6.30 or \$6.70)** per meter unit plus Out-of-town Water Demand Charge from Table below.

QUARTERLY SEWER SERVICE CHARGE:

Sewer Usage Charge of **(\$4.00 or \$4.75)** per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be **(\$132.39 or \$151.05)** per residential unit.

**WATER AND SEWER RATE SCHEDULE
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2022**
(page 2 of 3)

QUARTERLY DEMAND CHARGE TABLES

A. Potable Water & Sewer Service

Water Meter Size	Water Demand	Water CAPITAL	Sewer Demand	Combined In-Town	Water Only (Out-of-town)
5/8"	\$41.00	\$ 27.00	\$ 38.00/40.00	\$ 106.00/108.00	\$ 82.00
3/4"	61.50	40.50	57.00/60.00	159.00/162.00	123.00
1"	102.50	67.50	95.00/100.00	265.00/270.00	205.00
1.5"	205.00	135.00	190.00/200.00	530.00/540.00	410.00
2"	328.00	216.00	304.00/320.00	848.00/864.00	656.00
3"	615.00	405.00	570.00/600	1,590.00/1,620	1,230.00
4"	1,025.00	675.00	950.00/1000	2,650.00/2,700	2,050.00
6"	2,050.00	1,350.00	1,900.00/2000	5,300.00/5,400	4,100.00

For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge for a 5/8" meter as a separate/additional metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

<u>Number of Apartments</u>	<u>Minimum Meter Size</u>
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1.5"
16 - 24	2"
24 - 48	3"
Over 48	4"

B. Fire Protection Service

<u>Sprinkler Service</u>	<u>Quarterly Water Charge</u>		
<u>Riser Size</u>	<u>In-Town</u>		<u>Out-of-Town</u>
	<u>DEMAND</u>	<u>CAPITAL</u>	<u>DEMAND</u>
3 inch	\$ 41.00	\$ 27.00	\$ 82.00
4 inch	\$ 61.50	\$ 40.50	\$ 123.00
6 inch	\$ 102.50	\$ 67.50	\$ 205.00
8 inch	\$ 205.00	\$ 135.00	\$ 410.00
10 inch	\$ 328.00	\$ 216.00	\$ 656.00

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$170.00.

**WATER AND SEWER RATE SCHEDULE
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2022
(page 3 of 3)**

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of \$60.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$12.00 per thousand gallons with a \$60.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$12.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$12 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for fire fighting).

**IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING
ADJUSTMENTS RELATED TO PLUMBING LEAKS**

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	\$0.15/pound in excess of base
TSS	300 MG/L	\$0.24/pound in excess of base
TP	10 MG/L	\$2.10/pound in excess of base
NH3-N	20 MG/L	\$1.12/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

Proposed Water Sewer Rate Data

SUMMARY								
Water Sewer	FY2022-23				FY2023-24			
	ARPA One Inc	ARPA Two Step	G.F.L. One Inc	G.F.L. Two Step	ARPA One Inc	ARPA Two Step	G.F.L. One Inc	G.F.L. Two Step
Quarterly Water Charge % increase	14.40%	14.40%	17.71%	17.71%	3.00%	3.00%	3.00%	3.00%
Quarterly Sewer Charge % increase	39.60%	22.36%	39.60%	22.36%	3.00%	18.27%	3.00%	18.27%
Quarterly Water & Sewer Total % increase	25.79%	18.00%	27.60%	19.81%	3.00%	10.16%	3.00%	10.05%

Proposed Water Sewer Rate Data

Owosso Water & Sewer
Rate History & Projections
"Typical" 4 person Residential Customer
FY 2022-23
(Changed rates are in bold)

With Water-ARPA Funding & Sewer-One Time Increase (then 3% Inflationary following years)

Proposed rates are highlighted yellow	Actual Sept 2005 to Mar 2010	Actual Apr 2010 to Jun 2011	Actual FY2010-11	Actual FY2011-12	Actual FY2012-13	Actual FY2013-14	Actual FY2014-15	Actual FY2015-16	Actual FY2016-17	Actual FY2017-18	Approved FY2018-19	Approved FY2019-20	Approved FY2020-21	Actual FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27
"Typical" family of four City Residential Customer																			
Water Demand Charge per quarter	\$ 22.50	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00	\$ 34.00	\$ 38.00	\$ 38.00	\$ 39.00	\$ 39.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80	\$ 46.15
Water Main Replacement Charge (applied in City only)	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 15.00	\$ 24.00	\$ 24.00	\$ 25.00	\$ 25.00	\$ 27.00	\$ 27.81	\$ 28.64	\$ 29.50	\$ 30.39
Water Usage Rate per 100cf	\$ 1.20	\$ 1.30	\$ 1.40	\$ 1.40	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.20	\$ 2.26	\$ 2.50	\$ 2.50	\$ 3.15	\$ 3.24	\$ 3.34	\$ 3.44	\$ 3.55
Water Usage Charge for 18 units per quarter	\$ 21.60	\$ 23.40	\$ 25.20	\$ 25.20	\$ 27.00	\$ 28.80	\$ 30.60	\$ 32.40	\$ 34.20	\$ 36.00	\$ 39.60	\$ 40.68	\$ 45.00	\$ 45.00	\$ 56.70	\$ 58.40	\$ 60.15	\$ 61.96	\$ 63.82
Quarterly Water Charge	\$ 44.10	\$ 48.40	\$ 55.20	\$ 55.20	\$ 67.00	\$ 70.80	\$ 73.60	\$ 76.40	\$ 79.20	\$ 85.00	\$ 101.60	\$ 102.68	\$ 109.00	\$ 109.00	\$ 124.70	\$ 128.44	\$ 132.29	\$ 136.26	\$ 140.35
% increase	0.0%	9.8%	14.0%	0.0%	21.4%	5.7%	4.0%	3.8%	3.7%	7.3%	19.5%	1.1%	6.2%	0.0%	14.4%	3.0%	3.0%	3.0%	3.0%
Sewer Demand Charge per quarter	\$ 22.50	\$ 22.50	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 32.00	\$ 35.00	\$ 35.00	\$ 40.00	\$ 41.20	\$ 42.44	\$ 43.71	\$ 45.02
Sewer Usage Rate per 100cf	\$ 1.70	\$ 1.70	\$ 1.80	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.60	\$ 2.80	\$ 3.05	\$ 3.05	\$ 4.75	\$ 4.89	\$ 5.04	\$ 5.19	\$ 5.35
Sewer Usage Charge for 18 units per quarter	\$ 30.60	\$ 30.60	\$ 32.40	\$ 32.40	\$ 34.20	\$ 36.00	\$ 37.80	\$ 39.60	\$ 41.40	\$ 43.20	\$ 46.80	\$ 50.40	\$ 54.90	\$ 54.90	\$ 85.50	\$ 88.07	\$ 90.71	\$ 93.43	\$ 96.23
Quarterly Sewer Charge	\$ 53.10	\$ 53.10	\$ 57.40	\$ 57.40	\$ 59.20	\$ 61.00	\$ 63.80	\$ 65.60	\$ 67.40	\$ 71.20	\$ 76.80	\$ 82.40	\$ 89.90	\$ 89.90	\$ 125.50	\$ 129.27	\$ 133.14	\$ 137.14	\$ 141.25
% increase	0.0%	0.0%	8.1%	0.0%	3.1%	3.0%	4.6%	2.8%	2.7%	5.6%	7.9%	7.3%	9.1%	0.0%	39.6%	3.0%	3.0%	3.0%	3.0%
Total In City Quarterly Water & Sewer	\$ 97.20	\$ 101.50	\$ 112.60	\$ 112.60	\$ 126.20	\$ 131.80	\$ 137.40	\$ 142.00	\$ 146.60	\$ 156.20	\$ 178.40	\$ 185.08	\$ 198.90	\$ 198.90	\$ 250.20	\$ 257.71	\$ 265.44	\$ 273.40	\$ 281.60
% increase	0.0%	4.4%	10.9%	0.0%	12.1%	4.4%	4.2%	3.3%	3.2%	6.5%	14.2%	3.7%	7.5%	0.0%	25.8%	3.0%	3.0%	3.0%	3.0%
Out-of-Town Residential Customer (Water only)																			
Water Demand Charge per quarter	\$ 45.00	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00	\$ 68.00	\$ 76.00	\$ 76.00	\$ 78.00	\$ 78.00	\$ 82.00	\$ 84.46	\$ 86.99	\$ 89.60	\$ 92.29
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	\$ 2.40	\$ 2.60	\$ 2.80	\$ 2.80	\$ 3.00	\$ 3.20	\$ 3.40	\$ 3.60	\$ 3.80	\$ 4.00	\$ 4.40	\$ 4.52	\$ 5.00	\$ 5.00	\$ 6.30	\$ 6.49	\$ 6.68	\$ 6.88	\$ 7.09
Water Usage Charge for 18 units per quarter	\$ 43.20	\$ 46.80	\$ 50.40	\$ 50.40	\$ 54.00	\$ 57.60	\$ 61.20	\$ 64.80	\$ 68.40	\$ 72.00	\$ 79.20	\$ 81.36	\$ 90.00	\$ 90.00	\$ 113.40	\$ 116.80	\$ 120.31	\$ 123.92	\$ 127.63
Quarterly Water Charge	\$ 88.20	\$ 96.80	\$ 110.40	\$ 110.40	\$ 114.00	\$ 117.60	\$ 123.20	\$ 128.80	\$ 132.40	\$ 140.00	\$ 155.20	\$ 157.36	\$ 168.00	\$ 168.00	\$ 195.40	\$ 201.26	\$ 207.30	\$ 213.52	\$ 219.92
% increase	0.0%	9.8%	14.0%	0.0%	3.3%	3.2%	4.8%	4.5%	2.8%	5.7%	10.9%	1.4%	6.8%	0.0%	16.3%	3.0%	3.0%	3.0%	3.0%

Proposed Water Sewer Rate Data

Owosso Water & Sewer
Rate History & Projections
"Typical" 4 person Residential Customer
FY 2022-23

With Water-ARPA Funding & Sewer-Two Year Step Increase (then 3% Inflationary following years)

(Changed rates are in bold)

Proposed rates are highlighted yellow	Actual Sept 2005 to Mar 2010	Actual Apr 2010 to Jun 2011	Actual FY2010-11	Actual FY2011-12	Actual FY2012-13	Actual FY2013-14	Actual FY2014-15	Actual FY2015-16	Actual FY2016-17	Actual FY2017-18	Approved FY2018-19	Approved FY2019-20	Approved FY2020-21	Actual FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27
"Typical" family of four City Residential Customer																			
Water Demand Charge per quarter	\$ 22.50	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00	\$ 34.00	\$ 38.00	\$ 38.00	\$ 39.00	\$ 39.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80	\$ 46.15
Water Main Replacement Charge (applied in City only)	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 15.00	\$ 24.00	\$ 24.00	\$ 25.00	\$ 25.00	\$ 27.00	\$ 27.81	\$ 28.64	\$ 29.50	\$ 30.39
Water Usage Rate per 100cf	\$ 1.20	\$ 1.30	\$ 1.40	\$ 1.40	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.20	\$ 2.26	\$ 2.50	\$ 2.50	\$ 3.15	\$ 3.24	\$ 3.34	\$ 3.44	\$ 3.55
Water Usage Charge for 18 units per quarter	\$ 21.60	\$ 23.40	\$ 25.20	\$ 25.20	\$ 27.00	\$ 28.80	\$ 30.60	\$ 32.40	\$ 34.20	\$ 36.00	\$ 39.60	\$ 40.68	\$ 45.00	\$ 45.00	\$ 56.70	\$ 58.40	\$ 60.15	\$ 61.96	\$ 63.82
Quarterly Water Charge	\$ 44.10	\$ 48.40	\$ 55.20	\$ 55.20	\$ 67.00	\$ 70.80	\$ 73.60	\$ 76.40	\$ 79.20	\$ 85.00	\$ 101.60	\$ 102.68	\$ 109.00	\$ 109.00	\$ 124.70	\$ 128.44	\$ 132.29	\$ 136.26	\$ 140.35
% increase	0.0%	9.8%	14.0%	0.0%	21.4%	5.7%	4.0%	3.8%	3.7%	7.3%	19.5%	1.1%	6.2%	0.0%	14.4%	3.0%	3.0%	3.0%	3.0%
Sewer Demand Charge per quarter	\$ 22.50	\$ 22.50	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 32.00	\$ 35.00	\$ 35.00	\$ 38.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80
Sewer Usage Rate per 100cf	\$ 1.70	\$ 1.70	\$ 1.80	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.60	\$ 2.80	\$ 3.05	\$ 3.05	\$ 4.00	\$ 4.95	\$ 5.10	\$ 5.25	\$ 5.41
Sewer Usage Charge for 18 units per quarter	\$ 30.60	\$ 30.60	\$ 32.40	\$ 32.40	\$ 34.20	\$ 36.00	\$ 37.80	\$ 39.60	\$ 41.40	\$ 43.20	\$ 46.80	\$ 50.40	\$ 54.90	\$ 54.90	\$ 72.00	\$ 89.10	\$ 91.77	\$ 94.53	\$ 97.36
Quarterly Sewer Charge	\$ 53.10	\$ 53.10	\$ 57.40	\$ 57.40	\$ 59.20	\$ 61.00	\$ 63.80	\$ 65.60	\$ 67.40	\$ 71.20	\$ 76.80	\$ 82.40	\$ 89.90	\$ 89.90	\$ 110.00	\$ 130.10	\$ 134.00	\$ 138.02	\$ 142.16
% increase	0.0%	0.0%	8.1%	0.0%	3.1%	3.0%	4.6%	2.8%	2.7%	5.6%	7.9%	7.3%	9.1%	0.0%	22.4%	18.3%	3.0%	3.0%	3.0%
Total In City Quarterly Water & Sewer	\$ 97.20	\$ 101.50	\$ 112.60	\$ 112.60	\$ 126.20	\$ 131.80	\$ 137.40	\$ 142.00	\$ 146.60	\$ 156.20	\$ 178.40	\$ 185.08	\$ 198.90	\$ 198.90	\$ 234.70	\$ 258.54	\$ 266.30	\$ 274.29	\$ 282.51
% increase	0.0%	4.4%	10.9%	0.0%	12.1%	4.4%	4.2%	3.3%	3.2%	6.5%	14.2%	3.7%	7.5%	0.0%	18.0%	10.2%	3.0%	3.0%	3.0%
Out-of-Town Residential Customer (Water only)																			
Water Demand Charge per quarter	\$ 45.00	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00	\$ 68.00	\$ 76.00	\$ 76.00	\$ 78.00	\$ 78.00	\$ 82.00	\$ 84.46	\$ 86.99	\$ 89.60	\$ 92.29
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	\$ 2.40	\$ 2.60	\$ 2.80	\$ 2.80	\$ 3.00	\$ 3.20	\$ 3.40	\$ 3.60	\$ 3.80	\$ 4.00	\$ 4.40	\$ 4.52	\$ 5.00	\$ 5.00	\$ 6.30	\$ 6.49	\$ 6.68	\$ 6.88	\$ 7.09
Water Usage Charge for 18 units per quarter	\$ 43.20	\$ 46.80	\$ 50.40	\$ 50.40	\$ 54.00	\$ 57.60	\$ 61.20	\$ 64.80	\$ 68.40	\$ 72.00	\$ 79.20	\$ 81.36	\$ 90.00	\$ 90.00	\$ 113.40	\$ 116.80	\$ 120.31	\$ 123.92	\$ 127.63
Quarterly Water Charge	\$ 88.20	\$ 96.80	\$ 110.40	\$ 110.40	\$ 114.00	\$ 117.60	\$ 123.20	\$ 128.80	\$ 132.40	\$ 140.00	\$ 155.20	\$ 157.36	\$ 168.00	\$ 168.00	\$ 195.40	\$ 201.26	\$ 207.30	\$ 213.52	\$ 219.92
% increase	0.0%	9.8%	14.0%	0.0%	3.3%	3.2%	4.8%	4.5%	2.8%	5.7%	10.9%	1.4%	6.8%	0.0%	16.3%	3.0%	3.0%	3.0%	3.0%

Proposed Water Sewer Rate Data

Owosso Water & Sewer
Rate History & Projections
"Typical" 4 person Residential Customer
FY 2022-23

With Water-General Fund Loan & Sewer-One Time Increase (then 3% Inflationary following years)

(Changed rates are in bold)

Proposed rates are highlighted yellow	Actual Sept 2005 to Mar 2010	Actual Apr 2010 to Jun 2011	Actual FY2010-11	Actual FY2011-12	Actual FY2012-13	Actual FY2013-14	Actual FY2014-15	Actual FY2015-16	Actual FY2016-17	Actual FY2017-18	Approved FY2018-19	Approved FY2019-20	Approved FY2020-21	Actual FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27
"Typical" family of four City Residential Customer																			
Water Demand Charge per quarter	\$ 22.50	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00	\$ 34.00	\$ 38.00	\$ 38.00	\$ 39.00	\$ 39.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80	\$ 46.15
Water Main Replacement Charge (applied in City only)	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 15.00	\$ 24.00	\$ 24.00	\$ 25.00	\$ 25.00	\$ 27.00	\$ 27.81	\$ 28.64	\$ 29.50	\$ 30.39
Water Usage Rate per 100cf	\$ 1.20	\$ 1.30	\$ 1.40	\$ 1.40	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.20	\$ 2.26	\$ 2.50	\$ 2.50	\$ 3.35	\$ 3.45	\$ 3.55	\$ 3.66	\$ 3.77
Water Usage Charge for 18 units per quarter	\$ 21.60	\$ 23.40	\$ 25.20	\$ 25.20	\$ 27.00	\$ 28.80	\$ 30.60	\$ 32.40	\$ 34.20	\$ 36.00	\$ 39.60	\$ 40.68	\$ 45.00	\$ 45.00	\$ 60.30	\$ 62.11	\$ 63.97	\$ 65.89	\$ 67.87
Quarterly Water Charge	\$ 44.10	\$ 48.40	\$ 55.20	\$ 55.20	\$ 67.00	\$ 70.80	\$ 73.60	\$ 76.40	\$ 79.20	\$ 85.00	\$ 101.60	\$ 102.68	\$ 109.00	\$ 109.00	\$ 128.30	\$ 132.15	\$ 136.11	\$ 140.20	\$ 144.40
% increase	0.0%	9.8%	14.0%	0.0%	21.4%	5.7%	4.0%	3.8%	3.7%	7.3%	19.5%	1.1%	6.2%	0.0%	17.7%	3.0%	3.0%	3.0%	3.0%
Sewer Demand Charge per quarter	\$ 22.50	\$ 22.50	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 32.00	\$ 35.00	\$ 35.00	\$ 40.00	\$ 41.20	\$ 42.44	\$ 43.71	\$ 45.02
Sewer Usage Rate per 100cf	\$ 1.70	\$ 1.70	\$ 1.80	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.60	\$ 2.80	\$ 3.05	\$ 3.05	\$ 4.75	\$ 4.89	\$ 5.04	\$ 5.19	\$ 5.35
Sewer Usage Charge for 18 units per quarter	\$ 30.60	\$ 30.60	\$ 32.40	\$ 32.40	\$ 34.20	\$ 36.00	\$ 37.80	\$ 39.60	\$ 41.40	\$ 43.20	\$ 46.80	\$ 50.40	\$ 54.90	\$ 54.90	\$ 85.50	\$ 88.07	\$ 90.71	\$ 93.43	\$ 96.23
Quarterly Sewer Charge	\$ 53.10	\$ 53.10	\$ 57.40	\$ 57.40	\$ 59.20	\$ 61.00	\$ 63.80	\$ 65.60	\$ 67.40	\$ 71.20	\$ 76.80	\$ 82.40	\$ 89.90	\$ 89.90	\$ 125.50	\$ 129.27	\$ 133.14	\$ 137.14	\$ 141.25
% increase	0.0%	0.0%	8.1%	0.0%	3.1%	3.0%	4.6%	2.8%	2.7%	5.6%	7.9%	7.3%	9.1%	0.0%	39.6%	3.0%	3.0%	3.0%	3.0%
Total In City Quarterly Water & Sewer	\$ 97.20	\$ 101.50	\$ 112.60	\$ 112.60	\$ 126.20	\$ 131.80	\$ 137.40	\$ 142.00	\$ 146.60	\$ 156.20	\$ 178.40	\$ 185.08	\$ 198.90	\$ 198.90	\$ 253.80	\$ 261.41	\$ 269.26	\$ 277.33	\$ 285.65
% increase	0.0%	4.4%	10.9%	0.0%	12.1%	4.4%	4.2%	3.3%	3.2%	6.5%	14.2%	3.7%	7.5%	0.0%	27.6%	3.0%	3.0%	3.0%	3.0%
Out-of-Town Residential Customer (Water only)																			
Water Demand Charge per quarter	\$ 45.00	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00	\$ 68.00	\$ 76.00	\$ 76.00	\$ 78.00	\$ 78.00	\$ 82.00	\$ 84.46	\$ 86.99	\$ 89.60	\$ 92.29
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	\$ 2.40	\$ 2.60	\$ 2.80	\$ 2.80	\$ 3.00	\$ 3.20	\$ 3.40	\$ 3.60	\$ 3.80	\$ 4.00	\$ 4.40	\$ 4.52	\$ 5.00	\$ 5.00	\$ 6.70	\$ 6.90	\$ 7.11	\$ 7.32	\$ 7.54
Water Usage Charge for 18 units per quarter	\$ 43.20	\$ 46.80	\$ 50.40	\$ 50.40	\$ 54.00	\$ 57.60	\$ 61.20	\$ 64.80	\$ 68.40	\$ 72.00	\$ 79.20	\$ 81.36	\$ 90.00	\$ 90.00	\$ 120.60	\$ 124.22	\$ 127.94	\$ 131.78	\$ 135.74
Quarterly Water Charge	\$ 88.20	\$ 96.80	\$ 110.40	\$ 110.40	\$ 114.00	\$ 117.60	\$ 123.20	\$ 128.80	\$ 132.40	\$ 140.00	\$ 155.20	\$ 157.36	\$ 168.00	\$ 168.00	\$ 202.60	\$ 208.68	\$ 214.94	\$ 221.39	\$ 228.03
% increase	0.0%	9.8%	14.0%	0.0%	3.3%	3.2%	4.8%	4.5%	2.8%	5.7%	10.9%	1.4%	6.8%	0.0%	20.6%	3.0%	3.0%	3.0%	3.0%

Proposed Water Sewer Rate Data

Owosso Water & Sewer
Rate History & Projections
"Typical" 4 person Residential Customer
FY 2022-23

With Water-General Fund Loan & Sewer-Two Year Step Increase (then 3% Inflationary following years)

(Changed rates are in bold)

Proposed rates are highlighted yellow	Actual Sept 2005 to Mar 2010	Actual Apr 2010 to Jun 2011	Actual FY2010-11	Actual FY2011-12	Actual FY2012-13	Actual FY2013-14	Actual FY2014-15	Actual FY2015-16	Actual FY2016-17	Actual FY2017-18	Approved FY2018-19	Approved FY2019-20	Approved FY2020-21	Actual FY2021-22	Proposed FY2022-23	Proposed FY2023-24	Proposed FY2024-25	Proposed FY2025-26	Proposed FY2026-27
"Typical" family of four City Residential Customer																			
Water Demand Charge per quarter	\$ 22.50	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00	\$ 34.00	\$ 38.00	\$ 38.00	\$ 39.00	\$ 39.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80	\$ 46.15
Water Main Replacement Charge (applied in City only)	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 15.00	\$ 24.00	\$ 24.00	\$ 25.00	\$ 25.00	\$ 27.00	\$ 27.81	\$ 28.64	\$ 29.50	\$ 30.39
Water Usage Rate per 100cf	\$ 1.20	\$ 1.30	\$ 1.40	\$ 1.40	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.20	\$ 2.26	\$ 2.50	\$ 2.50	\$ 3.35	\$ 3.45	\$ 3.55	\$ 3.66	\$ 3.77
Water Usage Charge for 18 units per quarter	\$ 21.60	\$ 23.40	\$ 25.20	\$ 25.20	\$ 27.00	\$ 28.80	\$ 30.60	\$ 32.40	\$ 34.20	\$ 36.00	\$ 39.60	\$ 40.68	\$ 45.00	\$ 45.00	\$ 60.30	\$ 62.11	\$ 63.97	\$ 65.89	\$ 67.87
Quarterly Water Charge	\$ 44.10	\$ 48.40	\$ 55.20	\$ 55.20	\$ 67.00	\$ 70.80	\$ 73.60	\$ 76.40	\$ 79.20	\$ 85.00	\$ 101.60	\$ 102.68	\$ 109.00	\$ 109.00	\$ 128.30	\$ 132.15	\$ 136.11	\$ 140.20	\$ 144.40
% increase	0.0%	9.8%	14.0%	0.0%	21.4%	5.7%	4.0%	3.8%	3.7%	7.3%	19.5%	1.1%	6.2%	0.0%	17.7%	3.0%	3.0%	3.0%	3.0%
Sewer Demand Charge per quarter	\$ 22.50	\$ 22.50	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 32.00	\$ 35.00	\$ 35.00	\$ 38.00	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80
Sewer Usage Rate per 100cf	\$ 1.70	\$ 1.70	\$ 1.80	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.60	\$ 2.80	\$ 3.05	\$ 3.05	\$ 4.00	\$ 4.95	\$ 5.10	\$ 5.25	\$ 5.41
Sewer Usage Charge for 18 units per quarter	\$ 30.60	\$ 30.60	\$ 32.40	\$ 32.40	\$ 34.20	\$ 36.00	\$ 37.80	\$ 39.60	\$ 41.40	\$ 43.20	\$ 46.80	\$ 50.40	\$ 54.90	\$ 54.90	\$ 72.00	\$ 89.10	\$ 91.77	\$ 94.53	\$ 97.36
Quarterly Sewer Charge	\$ 53.10	\$ 53.10	\$ 57.40	\$ 57.40	\$ 59.20	\$ 61.00	\$ 63.80	\$ 65.60	\$ 67.40	\$ 71.20	\$ 76.80	\$ 82.40	\$ 89.90	\$ 89.90	\$ 110.00	\$ 130.10	\$ 134.00	\$ 138.02	\$ 142.16
% increase	0.0%	0.0%	8.1%	0.0%	3.1%	3.0%	4.6%	2.8%	2.7%	5.6%	7.9%	7.3%	9.1%	0.0%	22.4%	18.3%	3.0%	3.0%	3.0%
Total In City Quarterly Water & Sewer	\$ 97.20	\$ 101.50	\$ 112.60	\$ 112.60	\$ 126.20	\$ 131.80	\$ 137.40	\$ 142.00	\$ 146.60	\$ 156.20	\$ 178.40	\$ 185.08	\$ 198.90	\$ 198.90	\$ 238.30	\$ 262.25	\$ 270.12	\$ 278.22	\$ 286.57
% increase	0.0%	4.4%	10.9%	0.0%	12.1%	4.4%	4.2%	3.3%	3.2%	6.5%	14.2%	3.7%	7.5%	0.0%	19.8%	10.0%	3.0%	3.0%	3.0%
Out-of-Town Residential Customer (Water only)																			
Water Demand Charge per quarter	\$ 45.00	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00	\$ 68.00	\$ 76.00	\$ 76.00	\$ 78.00	\$ 78.00	\$ 82.00	\$ 84.46	\$ 86.99	\$ 89.60	\$ 92.29
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	\$ 2.40	\$ 2.60	\$ 2.80	\$ 2.80	\$ 3.00	\$ 3.20	\$ 3.40	\$ 3.60	\$ 3.80	\$ 4.00	\$ 4.40	\$ 4.52	\$ 5.00	\$ 5.00	\$ 6.70	\$ 6.90	\$ 7.11	\$ 7.32	\$ 7.54
Water Usage Charge for 18 units per quarter	\$ 43.20	\$ 46.80	\$ 50.40	\$ 50.40	\$ 54.00	\$ 57.60	\$ 61.20	\$ 64.80	\$ 68.40	\$ 72.00	\$ 79.20	\$ 81.36	\$ 90.00	\$ 90.00	\$ 120.60	\$ 124.22	\$ 127.94	\$ 131.78	\$ 135.74
Quarterly Water Charge	\$ 88.20	\$ 96.80	\$ 110.40	\$ 110.40	\$ 114.00	\$ 117.60	\$ 123.20	\$ 128.80	\$ 132.40	\$ 140.00	\$ 155.20	\$ 157.36	\$ 168.00	\$ 168.00	\$ 202.60	\$ 208.68	\$ 214.94	\$ 221.39	\$ 228.03
% increase	0.0%	9.8%	14.0%	0.0%	3.3%	3.2%	4.8%	4.5%	2.8%	5.7%	10.9%	1.4%	6.8%	0.0%	20.6%	3.0%	3.0%	3.0%	3.0%



2022 – 2027 Owosso Water and Sewer Rate Proposal

Performed and Submitted by Baker Tilly

with assistance from

City Staff Rate Study Team

Nathan Henne – City Manager
Ryan Suchanek – Public Services Director
Brad Barrett – Finance Director
Kathy Fagan – City Treasurer

Document Contents

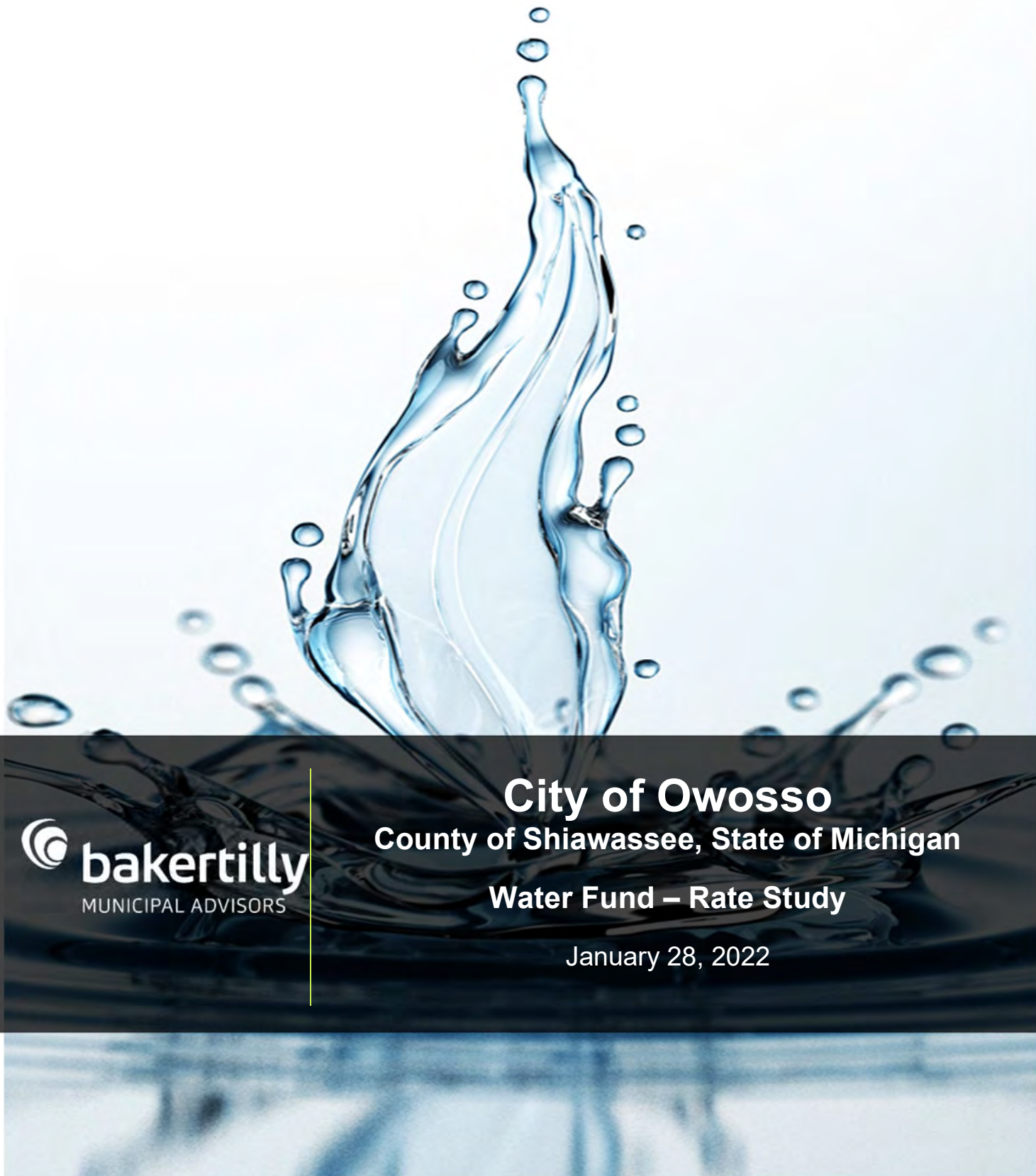
1. Three Year Comparison of Rates – Nearby Communities
2. Three Year Comparison of Rates – Similar Systems
3. Baker Tilly Water Fund Rate Study Report
4. Baker Tilly Sewer Collection Fund Rate Study Report
5. Baker Tilly Wastewater Treatment Plant Fund Report
6. Water Fund – Comparative Detail of Operating Expenses
7. Sewer Collection Fund – Comparative Detail of Operating Expenses
8. Wastewater Treatment Plant Fund – Comparative Detail of Operating Expenses

Typical Residential Customer with 5/8 inch water meter using 18 units per quarter

Category 1 - Nearby Communities Characteristics						Quarterly				Overall Comparison	
						Water Rates		Sewer Rates		City	Combined
						Demand	Usage	Demand	Usage		
Chesaning	2,548	2020	\$ 34.14	\$ 198.54	232.68	\$ 27.30	\$ 0.38	\$ 22.50	\$ 9.78	Flint	\$ 407.72
Corunna	3,381	2020	\$ 115.71	\$ 115.18	230.89	\$ 73.95	\$ 2.32	\$ 65.86	\$ 2.74	Durand	\$ 263.47
Durand	3,933	2020	\$ 114.70	\$ 148.77	263.47	\$ 52.06	\$ 3.48	\$ 73.71	\$ 4.17	St Johns	\$ 250.71
Flint	124,943	2020	\$ 211.26	\$ 196.46	407.72	\$ 68.70	\$ 7.92	\$ 103.40	\$ 5.17	Chesaning	\$ 232.68
Perry	2,065	2020	\$ 103.71	\$ 106.29	210	\$ 67.71	\$ 2.00	\$ 106.29	\$ -	Corunna	\$ 230.89
St Johns	7,485	2020	\$ 84.32	\$ 166.39	250.71	\$ 33.92	\$ 2.80	\$ 101.05	\$ 3.63	Perry	\$ 210.00
Owosso	15,194	2020	\$ 102.68	\$ 82.40	\$ 185.08	\$ 62.00	\$ 2.26	\$ 32.00	\$ 2.80	Owosso	\$ 185.08
Chesaning	2,548	2021	\$ 101.04	\$ 208.68	309.72	\$ 28.68	\$ 4.02	\$ 23.64	\$ 10.28	Flint	\$ 361.14
Corunna	3,381	2021	\$ 131.64	\$ 134.45	266.09	\$ 81.60	\$ 2.78	\$ 75.05	\$ 3.30	Chesaning	\$ 309.72
Durand	3,933	2021	\$ 120.54	\$ 156.45	276.99	\$ 54.66	\$ 3.66	\$ 77.43	\$ 4.39	Durand	\$ 276.99
Flint	124,943	2021	\$ 197.49	\$ 163.65	361.14	\$ 86.07	\$ 6.19	\$ 86.07	\$ 4.31	Corunna	\$ 266.09
Perry	2,065	2021	\$ 113.58	\$ 109.47	223.05	\$ 74.16	\$ 2.19	\$ 109.47	\$ -	St Johns	\$ 263.03
St Johns	7,485	2021	\$ 102.61	\$ 160.42	263.03	\$ 41.23	\$ 3.41	\$ 95.08	\$ 3.63	Perry	\$ 223.05
Owosso	15,194	2021	\$ 109.00	\$ 89.90	\$ 198.90	\$ 64.00	\$ 2.50	\$ 35.00	\$ 3.05	Owosso	\$ 198.90
Chesaning	2,548	2022	\$ 132.27	\$ 283.83	\$ 416.10	\$ 30.93	\$ 5.63	\$ 24.81	\$ 14.39	Flint	\$ 550.14
Corunna	3,381	2022	\$ 128.10	\$ 151.80	\$ 279.90	\$ 61.50	\$ 3.70	\$ 69.90	\$ 4.55	Chesaning	\$ 416.10
Durand	3,933	2022	\$ 145.23	\$ 186.60	\$ 331.83	\$ 57.39	\$ 4.88	\$ 81.30	\$ 5.85	Durand	\$ 331.83
Flint	124,943	2022	\$ 275.07	\$ 275.07	\$ 550.14	\$ 86.07	\$ 10.50	\$ 86.07	\$ 10.50	St Johns	\$ 314.46
Perry	2,065	2022	\$ 129.42	\$ 115.02	\$ 244.44	\$ 74.16	\$ 3.07	\$ 115.02	\$ -	Corunna	\$ 279.90
St Johns	7,485	2022	\$ 126.71	\$ 187.75	\$ 314.46	\$ 42.47	\$ 4.68	\$ 97.93	\$ 4.99	Owosso (opt 1)	\$ 253.80
Owosso (opt 1)	14,771	2022	\$ 128.30	\$ 125.50	\$ 253.80	\$ 68.00	\$ 3.35	\$ 40.00	\$ 4.75	Perry	\$ 244.44
Owosso (opt 2)	14,771	2022	\$ 124.70	\$ 110.00	\$ 234.70	\$ 68.00	\$ 3.15	\$ 38.00	\$ 4.00	Owosso (opt 2)	\$ 234.70

Typical Residential Customer with 5/8 inch water meter using 18 units per quarter

Category 1 - Similar System Characteristics						Quarterly				Overall Comparison	
						Water Rates		Sewer Rates			
City	Pop	Rate Year	Water	Sewer	Combined	Demand	Usage	Demand	Usage	City	Combined
Adrian	24,571	2020	\$ 85.08	\$ 94.35	\$ 179.43	\$ 36.48	\$ 2.70	\$ 35.67	\$ 3.26	Lansing	\$ 247.08
Ann Arbor	114,024	2020	\$ 139.15	\$ 106.51	\$ 245.66	\$ 20.89	\$ 6.57	\$ 13.09	\$ 5.19	Ann Arbor	\$ 245.66
E Lansing	46,525	2020	\$ 91.40	\$ 120.18	\$ 211.58	\$ 24.62	\$ 3.71	\$ 20.64	\$ 5.53	E Lansing	\$ 211.58
Howell	9,232	2020	\$ 89.38	\$ 90.15	\$ 179.53	\$ 25.12	\$ 3.57	\$ 30.75	\$ 3.30	Owosso	\$ 185.08
Jackson	36,316	2020	\$ 79.12	\$ 45.55	\$ 124.67	\$ 24.76	\$ 3.02	\$ 11.71	\$ 1.88	Lowell	\$ 183.62
Lansing	119,128	2020	\$ 94.08	\$ 153.00	\$ 247.08	\$ 41.16	\$ 2.94	\$ 34.56	\$ 6.58	Howell	\$ 179.53
Lowell	4,013	2020	\$ 101.94	\$ 81.68	\$ 183.62	\$ 70.80	\$ 1.73	\$ 29.84	\$ 2.88	Adrian	\$ 179.43
Midland	41,685	2020	\$ 57.61	\$ 51.72	\$ 109.33	\$ 36.91	\$ 1.15	\$ 19.32	\$ 1.80	Ypsilanti	\$ 178.65
Mt Pleasant	25,946	2020	\$ 62.82	\$ 55.59	\$ 118.41	\$ 30.24	\$ 1.81	\$ 21.75	\$ 1.88	Jackson	\$ 124.67
Ypsilanti	22,367	2020	\$ 96.21	\$ 82.44	\$ 178.65	\$ 43.47	\$ 2.93	\$ 38.16	\$ 2.46	Mt Pleasant	\$ 118.41
Owosso	15,194	2020	\$ 102.68	\$ 82.40	\$ 185.08	\$ 62.00	\$ 2.26	\$ 32.00	\$ 2.80	Midland	\$ 109.33
Adrian	24,571	2021	\$ 88.53	\$ 100.60	\$ 189.13	\$ 37.95	\$ 2.81	\$ 39.76	\$ 3.38	Ann Arbor	\$ 277.32
Ann Arbor	114,024	2021	\$ 147.42	\$ 129.90	\$ 277.32	\$ 22.14	\$ 6.96	\$ 15.96	\$ 6.33	Lansing	\$ 270.81
E Lansing	46,525	2021	\$ 104.56	\$ 146.77	\$ 251.33	\$ 25.36	\$ 4.40	\$ 34.63	\$ 6.23	E Lansing	\$ 251.33
Howell	9,232	2021	\$ 96.21	\$ 97.16	\$ 193.37	\$ 29.25	\$ 3.72	\$ 34.88	\$ 3.46	Lowell	\$ 241.38
Jackson	36,316	2021	\$ 87.24	\$ 51.62	\$ 138.86	\$ 27.30	\$ 3.33	\$ 13.28	\$ 2.13	Ypsilanti	\$ 206.88
Lansing	119,128	2021	\$ 108.78	\$ 162.03	\$ 270.81	\$ 47.58	\$ 3.40	\$ 36.21	\$ 6.99	Owosso	\$ 198.90
Lowell	4,013	2021	\$ 110.97	\$ 130.41	\$ 241.38	\$ 77.13	\$ 1.88	\$ 74.79	\$ 3.09	Howell	\$ 193.37
Midland	41,685	2021	\$ 62.47	\$ 85.93	\$ 148.40	\$ 38.35	\$ 1.34	\$ 51.55	\$ 1.91	Adrian	\$ 189.13
Mt Pleasant	25,946	2021	\$ 67.71	\$ 60.09	\$ 127.80	\$ 34.95	\$ 1.82	\$ 26.07	\$ 1.89	Midland	\$ 148.40
Ypsilanti	22,367	2021	\$ 108.69	\$ 98.19	\$ 206.88	\$ 47.31	\$ 3.41	\$ 49.41	\$ 2.71	Jackson	\$ 138.86
Owosso	15,194	2021	\$ 109.00	\$ 89.90	\$ 198.90	\$ 64.00	\$ 2.50	\$ 35.00	\$ 3.05	Mt Pleasant	\$ 127.80
Adrian	24,571	2022	\$ 92.04	\$ 101.67	\$ 193.71	\$ 39.48	\$ 2.92	\$ 38.49	\$ 3.51	E Lansing	\$ 308.43
Ann Arbor	114,024	2022	\$ 75.27	\$ 129.90	\$ 205.17	\$ 25.23	\$2.14 to \$7.93	\$ 15.96	\$ 6.33	Lansing	\$ 286.17
E Lansing	46,525	2022	\$ 128.70	\$ 179.73	\$ 308.43	\$ 27.90	\$ 5.60	\$ 44.73	\$ 7.50	Lowell	\$ 277.02
Howell	9,232	2022	\$ 126.53	\$ 126.00	\$ 252.53	\$ 31.13	\$ 5.30	\$ 36.00	\$ 5.00	Owosso (opt 1)	\$ 253.80
Jackson	36,316	2022	\$ 109.89	\$ 56.04	\$ 165.93	\$ 34.65	\$ 4.18	\$ 14.46	\$ 2.31	Howell	\$ 252.53
Lansing	119,128	2022	\$ 119.67	\$ 166.50	\$ 286.17	\$ 54.33	\$ 3.63	\$ 37.08	\$ 7.19	Owosso (opt 2)	\$ 234.70
Lowell	4,013	2022	\$ 125.13	\$ 151.89	\$ 277.02	\$ 79.05	\$ 2.56	\$ 76.29	\$ 4.20	Ypsilanti	\$ 215.86
Midland	41,685	2022	\$ 73.29	\$ 100.53	\$ 173.82	\$ 39.45	\$ 1.88	\$ 52.29	\$ 2.68	Ann Arbor	\$ 205.17
Mt Pleasant	25,946	2022	\$ 82.08	\$ 77.25	\$ 159.33	\$ 38.52	\$ 2.42	\$ 31.89	\$ 2.52	Adrian	\$ 193.71
Ypsilanti	22,367	2022	\$ 132.96	\$ 82.90	\$ 215.86	\$ 30.00	\$ 5.72	\$ 26.38	\$ 3.14	Midland	\$ 173.82
Owosso (opt 1)	14,771	2022	\$ 128.30	\$ 125.50	\$ 253.80	\$ 68.00	\$ 3.35	\$ 40.00	\$ 4.75	Jackson	\$ 165.93
Owosso (opt 2)	14,771	2022	\$ 124.70	\$ 110.00	\$ 234.70	\$ 68.00	\$ 3.15	\$ 38.00	\$ 4.00	Mt Pleasant	\$ 159.33



City of Owosso
County of Shiawassee, State of Michigan
Water Fund – Rate Study

January 28, 2022



January 28, 2022

City of Owosso
301 W. Main Street
Owosso, MI 48867

Baker Tilly Municipal Advisors, LLC
2852 Eyde Pkwy, Suite 150
East Lansing, MI 48823
(517) 321-0110
bakertilly.com

Subject: City of Owosso (Michigan) Water Fund – Rate Study

Dear City of Owosso:

It is our pleasure to provide you this analysis of your water fund and the review of the rate structure. A rate study is not a historical document, it is a working document, which should be used as a reference for budget and finance decision-making. To this end, Baker Tilly is available to discuss the study at any point in the future.

Rates and charges must reflect the customer base being served. As such, the rate study found in these pages is unique to your community. The ultimate goal of every rate study is to develop a rate structure and revenue support system that meets the needs of operations, maintenance, and capital improvement and at the same time is as economical and equitable to the customers as possible, this is referred to as a “cost of service” analysis. You will find the observations and recommendations meet your needs and reflect your customer base.

By acceptance of this study the City Council understands and accepts the responsibility and liability for potential challenges to the rate structure and management of the funds. Rate studies, while often based on various methods, industry guidelines, do not follow a clear standard as does, for example, a CPA in producing an audit according to Generally Accepted Accounting Principles. Furthermore, state law and case law do not provide any reasonable or comprehensive guidance regarding methodology, rate structure or management of fund balances. Baker Tilly is reliant upon City officials, and other sources, who have access to relevant data to provide accurate information. The City accepts that fund management and rate adjustment recommendations are inherently subject to estimations and projections and, as such, no assurance is provided regarding the actual performance of the funds over time. The City is advised to seek legal counsel regarding the implementation of any recommendations and their liability implications.

As always, it was a pleasure serving you and do not hesitate to call if you wish to further discuss our findings.

Sincerely,

BAKER TILLY MUNICIPAL ADVISORS, LLC

Andy Campbell, CPA, Director

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Executive Summary

1.1 Community Background

The city of Owosso is in Shiawassee County, Michigan. The city is 5.39 square miles and has a population of approximately 14,500. The city of Owosso obtains its drinking water from 6 wells that pump water from between 82 and 152 feet beneath the city. This water is pumped to the water treatment facility on Allendale Avenue, where the groundwater is treated and then pumped to supply lines that connect to homes and businesses within the city, surrounding townships, and the city of Corunna.

Source: City of Owosso

1.2 Objectives

To identify the revenue support and fund management needed to fulfill the city's operations & maintenance, and capital improvements for the water system while maintaining adequate cash reserves to be able to respond to unforeseen circumstances.

1.3 Potential Rates and Scenarios

Based on our analysis and direction from city officials, Baker Tilly is recommending two options. The first option is an internal loan from the city's General Fund. This option calls for a one-time increase of \$2.00 to the city's demand charge, and capital charge, as well as an \$0.85 increase to the commodity charge with inflationary increases of 3.00% to all rates thereafter.

TABLE 1-3A: PROPOSED RATES SUMMARY WITH GENERAL FUND LOAN

Category	With General Fund Loan		
	Current Rates	Proposed Rates	
	2021/22	2022/23	2023/24
Inside City:			
Demand charge - quarterly	\$39.00	\$41.00	\$42.23
Capital charge - quarterly	25.00	27.00	27.81
Commodity charge - ccf	2.50	3.35	3.45

* 5/8" meter size Demand charge and Capital charge rates

The second option, with potential usage of American Rescue Plan Act (ARPA) funds, calls for a one-time increase of \$2.00 to the city's demand charge, and capital charge, and a \$0.65 increase to the commodity charge with inflationary increases of 3.00% to all rates thereafter.

TABLE 1-3B: PROPOSED RATES SUMMARY WITH ARPA FUNDING

Category	With ARPA Funding		
	Current Rates	Proposed Rates	
	2021/22	2022/23	2023/24
Inside City:			
Demand charge - quarterly	\$39.00	\$41.00	\$42.23
Capital charge - quarterly	25.00	27.00	27.81
Commodity charge - ccf	2.50	3.15	3.24

* 5/8" meter size Demand charge rate and Capital charge rates

1.4 Cash Position Summary

The cash & investments balance for the city is currently at approximately 8 months of cash operating expenses (net of depreciation). This is slightly above our recommended minimum balance of 6 months of cash operating expenses for the city's water fund. Over the forecast period in each scenario, the cash balance drops significantly due to the city paying an average of approximately \$1.4 million in cash funded capital improvements per year through 2024/25. In 2025/26 the cash funded capital improvements go down to a lower amount and the cash balance rebounds to a more comfortable level.

TABLE 1-4A: SCHEDULE OF ACTUAL AND ESTIMATED ENDING CASH BALANCE WITH GENERAL FUND LOAN



TABLE 1-4B: SCHEDULE OF ACTUAL AND ESTIMATED ENDING CASH BALANCE WITH ARPA FUNDS



Information and Assumptions

A significant effort has been made by the city to inventory assets, evaluate the infrastructure, and determine asset criticality. The result is the identification of asset investment cost by project and by year. The rate study covers a 5-year forecast period to take this asset evaluation into account. The rate study is a four-step process: 1) historical comparison with audits and budgets, 2) test year, or normalized budget year, along with inflation assumptions for purposes of forecasting, 3) proof of rate to revenue for reliance on customer data, and 4) cash flow forecast including revenue, operating expense, capital spending, debt, and fund balance (i.e., actual cash and investment balance). The analysis is a “cash basis” approach as described in the AWWA Manual of Rate Making Practices.

Key information

- Audited comprehensive annual financial statements for FYE 2018, FYE 2019, FYE 2020, FYE 2021.
- Actual Revenue and Expenditure Report for FYE 2019, FYE 2020, FYE 2021.
- Budgeted Revenue and Expenditure Report for FYE 2022.
- Water fund cash balance as of June 30, 2021 provided by the city.
- CIP provided by the city.

Key Assumptions

- Rates should not only cover the system costs, but also support future system maintenance, capital improvements, and debt service payments.
- The city will follow AWWA guidelines.
- The city is not anticipating significant population growth.
- The budgeted amount for other revenue in FYE 2022 will be consistent in future years.
- The city will conduct all capital improvement projects forecasted.
- No new major customers will be connecting to, or disconnecting from the system.
- Use of \$750,000 of ARPA Funds or the same amount in an internal loan paid back at 2% interest within 5-years from the City’s General Fund.

Revenues

2.1 Customers and Usage

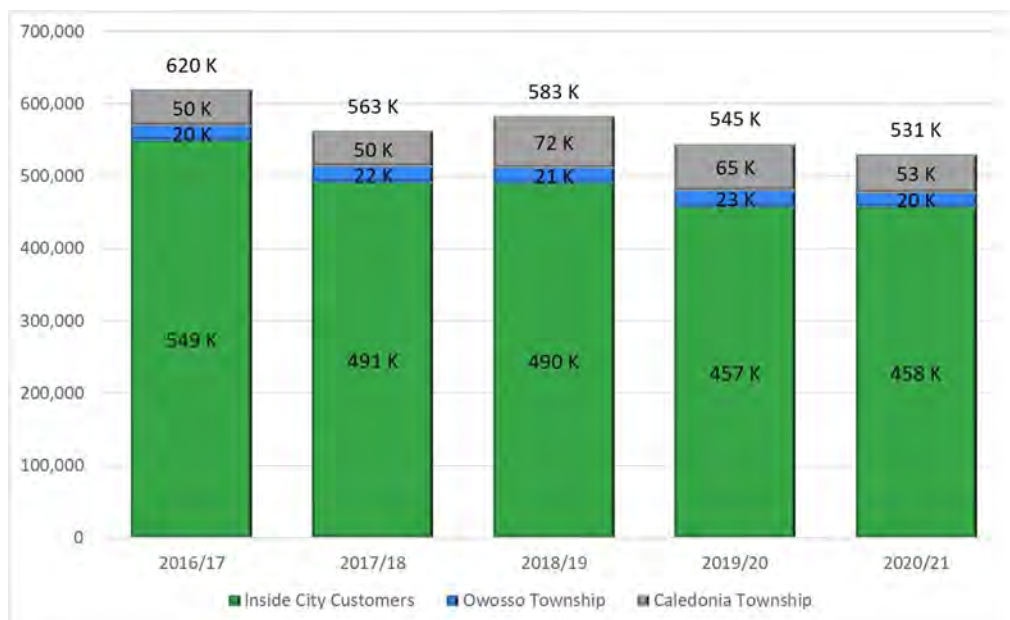
The city serves roughly 6,466 metered customers that are charged a quarterly demand, capital charge, and commodity charge; or a combination of thereof based on their meter size and usage. The tables below show the breakout of customers by meter size.

TABLE 2-1A: CUSTOMER COUNTS BY METER SIZE

Meter Size	Meter Count
5/8"	6,083
3/4"	57
1"	119
1.5"	108
2"	72
3"	19
4"	6
6"	2
Total Meter Count	6,466

Over the past five years the city has seen relatively consistent levels of usage at a slight decrease. This has been a common theme among communities in Michigan as home appliances become more efficient. The COVID-19 Pandemic is another factor which adds variability in water usage. With businesses opening back up, the forecast assumes a consistent flow going forward. The table below illustrates the total billed usage for the entire system and volume sold per local unit.

TABLE 2-1B: VOLUME OF WATER BILLED (100 CF)



2.2 Rates

The city bills customers quarterly based on generally accepted methods. Customers are billed demand charges and capital charges based on meter size and on a commodity basis for the volume of water sold. The number of customers billed at the current rates tie to the revenue reflected in the audit and budget, such that we can rely on these numbers for forecasting. The table below shows the current quarterly demand and capital rates for city customers.

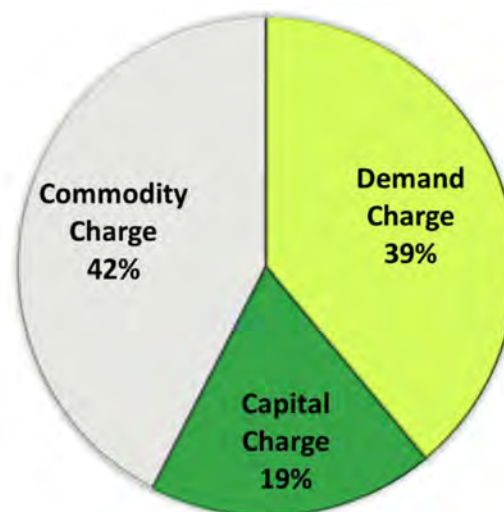
TABLE 2-2: QUARTERLY DEMAND AND CAPITAL CHARGES

Current Demand and Capital Charges per Meter Size			
Meter Size	Demand Charge	Capital Charge	Meter Ratios
5/8"	\$39.00	\$25.00	1.0
3/4"	58.50	37.50	1.5
1"	97.50	62.50	2.5
1.5"	195.00	125.00	5.0
2"	312.00	200.00	8.0
3"	585.00	375.00	15.0
4"	975.00	625.00	25.0
6"	1,950.00	1,250.00	50.0

2.3 Revenue

The city derives its revenue from three different charges: demand charge, capital charge and a commodity charge. Roughly 42% of the city's user rate revenue is brought in by the city's commodity charge while the remaining 58% is brought in by the city's fixed charges (demand and capital charges). Commodity charges based on usage are typically seen as the most equitable way to allocate costs to customers, however, there are still fixed costs the system will need to cover regardless of a large decrease in usage. The chart below demonstrates how much revenue is derived from each fee schedule.

TABLE 2-3: REVENUE BY RATE CATEGORY



In addition to the revenues brought in by utility rates, the city is conservatively assuming approximately \$107,000 per year in other revenue (revenue not derived from rates). These revenues consist of penalties, permits and inspections, hydrant rentals and other sources. The forecast assumes that these other revenue sources will remain consistent in future years.

Operating & Maintenance Expenses

3.1 Historical Expenses

Historical expenses are analyzed in the report to help look for trends and to identify any outlying expenses. The city had a few one-time increases related to various projects and changes in personnel but overall, the current year budget is consistent with previous years, with most expenses increasing slightly year over year.

Table 3-1: Receipt and Disbursement History



*Budget does not include one-time project related expenditures reimbursed by bond proceeds

3.2 Test Year

A test year is a normalized year for operating and maintenance expense and becomes the base year used for forecasting future expenses.

Prior year budget actuals are analyzed for trends, outliers, or one-time expenses. Any items of concern were discussed with city officials to determine what a particular line-item expense would be in a normal year. Certain adjustments were made to these line items to accurately reflect a normalized year's expense to be used in the test year before forecasted out into future years.

3.3 Inflation Assumptions

The next step is to increase the test year expenses by an annual inflationary percentage. This is done as it is not reasonable to expect expenses to be the same as they are today over the years forecasted in the report. These annual inflationary increases reflect the increases in costs over time and are used to help estimate what future operating and maintenance expenses will be. The table below summarizes the general inflationary assumptions used in the report.

TABLE 3-3: INFLATION ASSUMPTIONS

Expense Tyle	Inflation Assumptions
Compensation Related	3.0%
Benefits	3.0%
Operating	2.0%
Maintenance	2.0%
Materials & Utilities	2.0%
Contractual Services	2.0%

Capital Improvement Plan

4.1 Capital Improvement Plan (CIP)

Capital improvements are larger, one-time expenses that are not included in annual operating and maintenance expenses. It is important to look at potential capital improvements well in advance and develop plans and policy to manage rates over time to maintain the system with the most efficient use of funds. The city's capital improvement plan includes project plans for proactively maintaining the entire water system with much of the costs related to lead and copper rule compliance.

The lead service line replacements are a result of a recently enacted rule by the State of Michigan referred to as the Lead and Copper Rule (LCR). The LCR requires communities to replace all lead service lines in their entire system and has placed a massive financial burden on communities across the state.

The capital improvement plan's estimated costs were provided by the city with built in inflation and contingency assumptions. A list of capital improvement costs by year is shown in the next section in table 4-2.

4.2 CIP Funding

The city currently plans to cash fund their capital improvement projects as much as possible and utilize debt only when necessary. The table below outlines the breakout of projects funded with cash and projects funded by debt.

TABLE 4-2: CAPITAL IMPROVEMENT PROJECTS FUNDING SUMMARY

Year	Cash Funded Capital Improvements	Debt Funded Capital Improvements	Total
2021/22	\$755,601	-	\$755,601
2022/23	2,383,129	\$4,345,000	6,728,129
2023/24	1,017,858	7,103,119	8,120,977
2024/25	941,136	-	941,136
2025/26	286,875	6,149,690	6,436,565
2026/27	564,072	-	564,072
Total	\$5,948,669	\$17,597,809	\$23,546,478

Debt Service

5.1 Debt Limitation

The city is subject to the State of Michigan debt limitation of 10% of State Equalized Value (SEV), however, Act 94 of 1933 allows communities to issue bonds secured by the revenues of the system and because the security is system revenues (as opposed to the City's taxing ability) these bonds do not count towards the debt limit. Since the water fund can issue bonds under Act 94 of 1933, the 10% of SEV debt limit is not a concern related to the water fund utilizing debt to finance projects.

5.2 Current Debt Service

The city currently has three bonds the water fund is contributing towards. The water fund is partially responsible for the 2012 Revenue Refunding Bond with the city of Corunna being responsible for 11% of the original amount. The city is also responsible for the 2017 Installment Purchase Agreement, and the 2020 DWSRF Bond. The debt service schedule through 2026/27 is outlined below, and the complete debt service schedule is included in Appendix B of the report.

TABLE 5-2 WATER FUND SCHEDULE OF COMBINED DEBT SERVICE

Fiscal Year	Debt Service
2021/22	\$842,557
2022/23	859,575
2023/24	348,619
2024/25	345,819
2025/26	347,969
2026/27	345,069
Total	\$3,089,608

Cash Flow

6.1 Methodology

The revenue needs to support operations, debt, and capital improvements while solving to cash balance. City officials determined that a one-time increase to all fee schedules followed by a consistent rate track with manageable annual inflationary increases is the best option for their customer base. The one-time increase is implemented to assist with the systems immediate needs.

6.2 Proposed/Potential Rates

The rate track below demonstrates the option for utilizing a loan from the General Fund. The rate track proposes a one-time increase of \$2.00 to the demand charge, and capital charge as well as an \$0.85 increase to the commodity charge with inflationary increases of 3.0% to rates thereafter.

TABLE 6-2A: PROPOSED RATES GENERAL FUND LOAN ADJUSTMENTS

Adjustment with General Fund Loan	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Demand Charge (Quarterly)	\$39.00	\$41.00	\$42.23	\$43.50	\$44.80	\$46.15
Capital Charge (Quarterly)	\$25.00	\$27.00	\$27.81	\$28.64	\$29.50	\$30.39
Commodity Charge (CCF)	\$2.50	\$3.35	\$3.45	\$3.55	\$3.66	\$3.77

* 5/8" meter size Demand charge rate and Capital charge rates

The rate track below demonstrates the option for utilizing ARPA Funds. The rate track proposes a one-time increase of \$2.00 to the City's ready-to-serve charge, and capital charge as well as a \$0.65 increase to the commodity charge with inflationary increases of 3.0% to all rates thereafter.

TABLE 6-2B: PROPOSED RATES ARPA FUNDING ADJUSTMENTS

Adjustment with ARPA Funds	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Demand Charge (Quarterly)	\$39.00	\$41.00	\$42.23	\$43.50	\$44.80	\$46.15
Capital Charge (Quarterly)	\$25.00	\$27.00	\$27.81	\$28.64	\$29.50	\$30.39
Commodity Charge (CCF)	\$2.50	\$3.15	\$3.24	\$3.34	\$3.44	\$3.55

* 5/8" meter size Demand charge rate and Capital charge rates

The city bills customers on a quarterly basis. The table below is an estimate of a typical homeowner's quarterly bill based on 18 CCF usage if the city were to utilize an internal loan from the General Fund.

TABLE 6-2C: PROPOSED RATES ADJUSTMENTS GENERAL FUND LOAN

Homeowner Type with General Fund Loan	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Metered [1]	\$109.00	\$128.30	\$132.15	\$136.11	\$140.20	\$144.40

[1] Assumes 18 CCF usage per quarter.

The table below is an estimate of a typical homeowner's quarterly bill based on 18 CCF usage if the city were to utilize ARPA funds.

TABLE 6-2D: PROPOSED RATES ADJUSTMENTS ARPA FUNDING

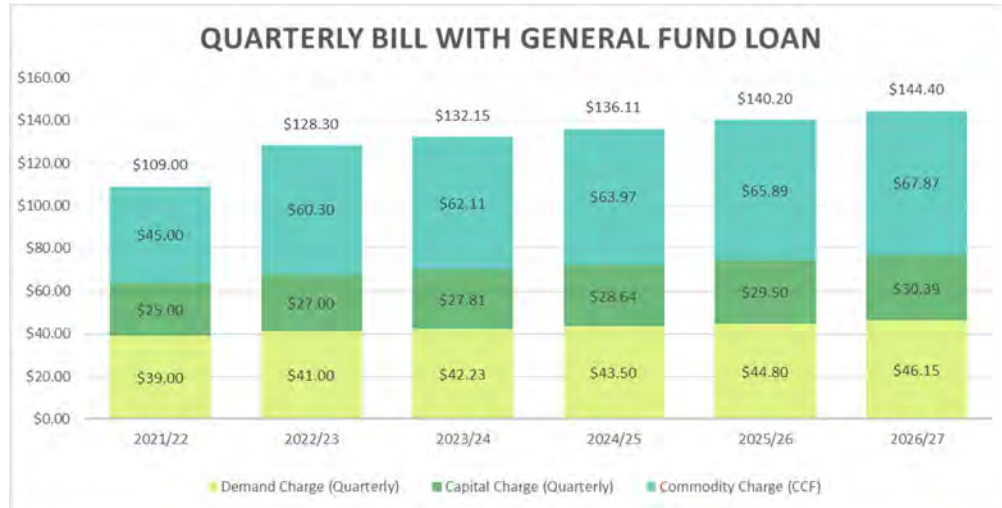
Homeowner Type with ARPA Funds	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Metered [1]	\$109.00	\$124.70	\$128.44	\$132.29	\$136.26	\$140.35

[1] Assumes 18 CCF usage per quarter.

6.3 Rate Impact Summary

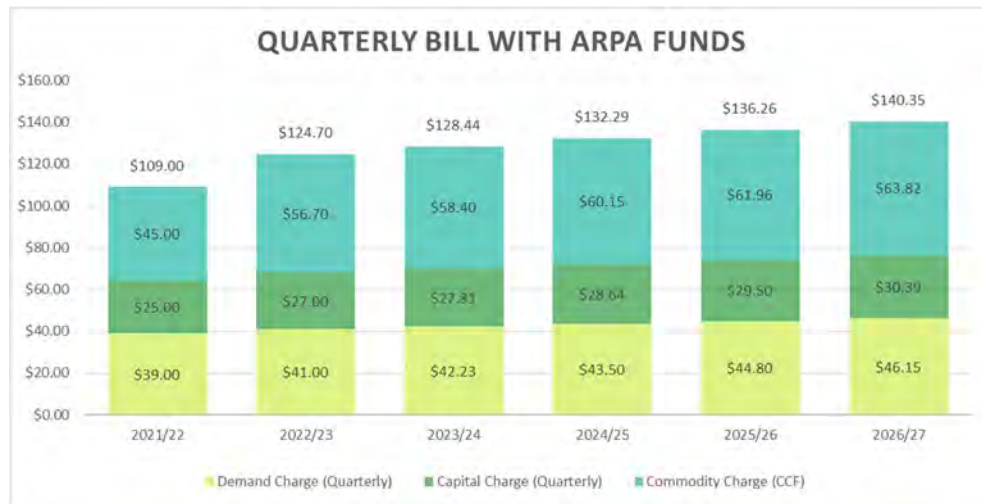
The proposed rate track for use of an internal loan results in an increase of \$19.30 in fiscal year 2022/23; followed by additional increases of roughly \$4.00 to a typical homeowner's quarterly bill per year (assuming 18 CCF of usage per quarter).


TABLE 6-3A: TYPICAL HOMEOWNER QUARTERLY BILL LOAN



The proposed rate track for use of ARPA funds results in an increase of \$15.70 in fiscal year 2022/23; followed by additional increases of roughly \$3.90 to a typical homeowner's quarterly bill per year (assuming 18 CCF of usage per quarter).

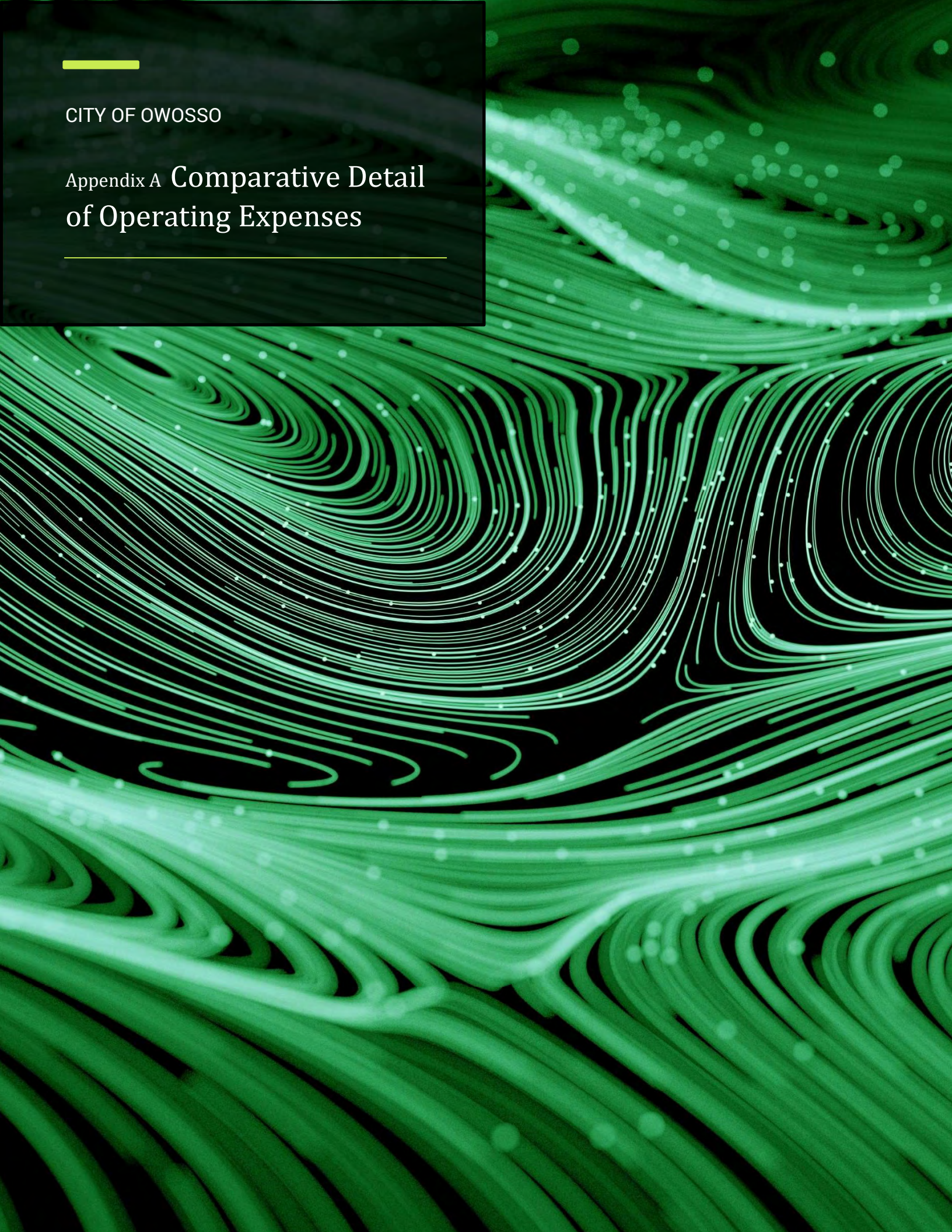
TABLE 6-3B: TYPICAL HOMEOWNER QUARTERLY BILL WITH ARPA FUNDS





CITY OF OWOSSO

Appendix A Comparative Detail
of Operating Expenses



CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses						
Dept. 200 - Gen Services						
591-200-702.100	Salaries	\$120,347	\$140,797	\$147,892	\$147,892	3.0%
591-200-715.000	Social Security (FICA)	9,330	10,996	11,737	11,737	3.0%
591-200-716.100	Health Insurance	31,850	35,316	45,309	45,309	3.0%
591-200-716.200	Dental Insurance	991	1,373	1,833	1,833	3.0%
591-200-716.300	Optical Insurance	144	183	220	220	3.0%
591-200-716.400	Life Insurance	597	612	668	668	3.0%
591-200-716.500	Disability Insurance	1,393	1,533	1,538	1,538	3.0%
591-200-717.000	Unemployment Insurance	5	67	15	15	3.0%
591-200-718.000	Retirement	-	-	-	-	0.0%
591-200-718.200	Defined Contribution	4,872	5,122	13,100	13,100	3.0%
591-200-719.000	Workers' Compensation	652	-	750	750	3.0%
591-200-728.000	Operating Supplies	2,516	1,355	1,500	1,500	3.0%
591-200-801.000	Professional Services: Administrative	79,334	10,715	20,715	20,715	3.0%
591-200-810.000	Insurance & Bonds	42,809	43,799	45,113	45,113	3.0%
591-200-818.000	Contractual Services	15,379	13,058	16,000	16,000	3.0%
591-200-845.000	Lease	1,593	1,655	1,700	1,700	3.0%
591-200-850.000	Bad Debt Expense	-	-	-	-	0.0%
591-200-856.000	Miscellaneous	17,258	9,220	-	-	0.0%
591-200-860.000	Education & Training	2,737	2,278	3,000	3,000	2.0%
591-200-899.101	GF Contribution	204,734	204,734	238,080	238,080	2.0%
591-200-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 200 - Gen Services Expenses		536,543	482,813	549,170	549,170	
Dept. 552 - Water Underground						
591-552-702.100	Salaries	27,316	27,796	28,705	28,705	3.0%
591-552-702.200	Wages	124,636	150,100	152,265	152,265	3.0%
591-552-702.600	Uniforms	-	-	3,500	3,500	3.0%
591-552-702.800	Accrued Sick Leave	794	405	-	-	0.0%
591-552-703.000	Other Compensation	59,312	45,910	45,000	45,000	3.0%
591-552-715.000	Social Security (FICA)	18,493	20,960	18,988	18,988	3.0%
591-552-716.000	Fringes	(23,920)	(32,747)	(25,000)	(25,000)	3.0%
591-552-716.100	Health Insurance	65,491	72,148	75,371	75,371	3.0%
591-552-716.200	Dental Insurance	2,588	3,195	3,597	3,597	3.0%
591-552-716.300	Optical Insurance	381	481	446	446	3.0%
591-552-716.400	Life Insurance	794	1,188	1,198	1,198	3.0%
591-552-716.500	Disability Insurance	1,547	1,730	2,086	2,086	3.0%
591-552-717.000	Unemployment Insurance	73	177	25	25	3.0%
591-552-718.000	Retirement	57,708	-	-	-	0.0%
591-552-718.100	Municipal Employees Retirement Program	-	46,906	61,268	61,268	3.0%
591-552-718.200	Defined Contribution	6,251	7,281	15,098	15,098	3.0%
591-552-719.000	Worker's Compensation	7,852	4,748	8,100	8,100	3.0%
591-552-728.000	Operating Supplies	4,677	4,616	11,000	11,000	2.0%
591-552-751.000	Gas & Oil	12,197	18,564	16,000	16,000	2.0%
591-552-818.000	Contractual Services	16,035	267,021	1,068,730	50,000	2.0%
591-552-820.100	Electricity	2,353	2,828	3,000	3,000	2.0%
591-552-820.200	Gas	3,249	3,494	4,000	4,000	2.0%
591-552-820.300	Telephone	2,461	2,352	3,000	3,000	2.0%
591-552-833.000	Equipment Maintenance	1,700	1,225	1,500	1,500	2.0%
591-552-833.200	Equipment Maint - Hydrants & Mains	22,125	32,636	40,000	40,000	2.0%
591-552-833.300	Equipment Maint - Meter & Serv	18,523	20,733	18,000	18,000	2.0%
591-552-843.000	Equipment Rental	98,901	152,600	120,000	120,000	2.0%
591-552-860.000	Education & Training	2,310	2,407	3,000	3,000	2.0%
591-552-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 552 - Water Underground Expenses		533,846	858,753	1,678,877	660,147	

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

(Continued)


COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses (Continued)						
Dept. 553 - Water Filtration						
591-553-702.100	Salaries	71,985	71,485	76,112	76,112	3.0%
591-553-702.200	Wages	234,114	262,802	318,703	318,703	3.0%
591-553-702.300	Overtime	34,480	35,041	38,500	38,500	3.0%
591-553-702.400	Wages - Temporary	16,248	1,351	5,019	5,019	3.0%
591-553-702.600	Uniforms	2,800	3,500	4,900	4,900	3.0%
591-553-702.800	Accrued Sick Leave	-	-	-	-	0.0%
591-553-703.000	Other Compensation	-	7,000	-	-	0.0%
591-553-715.000	Social Security (FICA)	27,552	28,911	30,259	30,259	3.0%
591-553-716.000	Fringes	1,768	2,620	3,000	3,000	3.0%
591-553-716.100	Health Insurance	69,821	77,474	97,500	97,500	3.0%
591-553-716.200	Dental Insurance	3,045	3,556	4,214	4,214	3.0%
591-553-716.300	Optical Insurance	443	482	524	524	3.0%
591-553-716.400	Life Insurance	1,326	1,765	1,993	1,993	3.0%
591-553-716.500	Disability Insurance	2,470	2,924	3,703	3,703	3.0%
591-553-717.000	Unemployment Insurance	107	273	25	25	3.0%
591-553-718.000	Retirement	321,441	-	-	-	0.0%
591-553-718.100	Municipal Employees Retirement Program	-	23,534	28,398	28,398	3.0%
591-553-718.200	Defined Contribution	11,594	13,086	33,594	33,594	3.0%
591-553-719.000	Workers' Compensation	7,512	5,051	8,000	8,000	3.0%
591-553-728.000	Operating Supplies	4,952	5,474	6,000	6,000	2.0%
591-553-728.100	Lab Supplies	21,732	20,093	34,640	34,640	2.0%
591-553-743.000	Chemicals	149,493	173,907	157,000	157,000	2.0%
591-553-751.000	Gas & Oil	1,817	1,456	2,000	2,000	2.0%
591-553-818.000	Contractual Services	22,966	68,188	54,000	54,000	2.0%
591-553-820.100	Electricity	139,243	166,933	152,500	152,500	2.0%
591-553-820.200	Gas & Oil	5,497	4,679	6,000	6,000	2.0%
591-553-820.300	Telephone	4,327	5,205	8,160	8,160	2.0%
591-553-820.500	Refuse	397	535	700	700	2.0%
591-553-831.000	Building Maintenance	8,095	11,515	10,000	10,000	2.0%
591-553-832.000	Stationary Equipment	-	-	-	-	0.0%
591-553-833.000	Equipment Maintenance	20,784	19,563	40,000	40,000	2.0%
591-553-833.100	Equip Maint - Wells	24,914	43,270	20,000	20,000	2.0%
591-553-834.000	Maintenance	121,240	75,806	110,000	110,000	2.0%
591-553-860.000	Education & Training	1,952	1,838	4,000	4,000	2.0%
591-553-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 553 - Water Filtration Expenses		1,334,113	1,139,317	1,259,444	1,259,444	
Dept. 901 - Capital Outlay						
591-901-972.000	Mains & Hydrants	-	-	- [2]	-	0.0%
591-901-972.100	Col - Service Lines	-	-	- [2]	-	0.0%
591-901-972.200	Col-Water Storage	-	-	- [2]	-	0.0%
591-901-977.000	Col - Equipment	-	-	- [2]	-	0.0%
591-901-983.000	Leased Assets	-	-	- [2]	-	0.0%
Total Dept. 901 - Capital Outlay Expenses		-	-	-	-	
Dept. 905 - Debt Service						
591-905-980.991	Principal	-	-	- [3]	-	0.0%
591-905-980.995	Interest	-	-	- [3]	-	0.0%
Total Dept. 905 - Debt Service Expenses		-	-	-	-	
Total Operating Expenses		\$2,404,502	\$2,480,883	\$3,487,491	\$2,468,761	

[1] Depreciation Expense is removed from this report as it is performed on the cash basis.

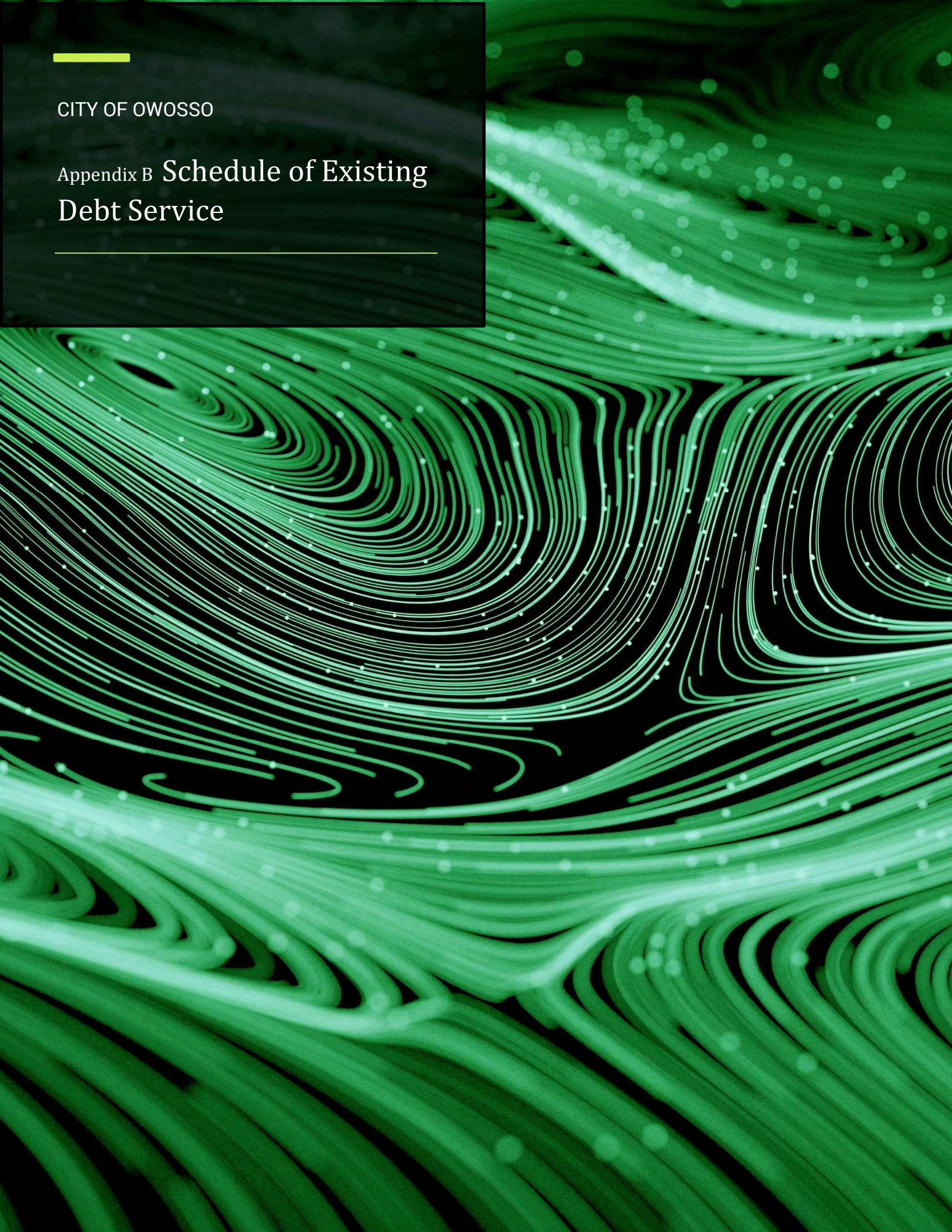
[2] Capital Outlay is removed from this section of the report. This item is discussed later in the report.

[3] Debt Service Principal and Interest are removed from this section of the report. These items are discussed later in the report.



CITY OF OWOSSO

Appendix B Schedule of Existing
Debt Service



CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

SCHEDULE OF COMBINED DEBT SERVICE

<u>Fiscal Year Ended</u>	<u>2012 Rev Ref Bds</u>	<u>2017 IPA</u>	<u>2020 DWSRF Bonds</u>	<u>Total</u>
2022	\$498,537.50	\$150,919.00	\$193,100.00	\$842,556.50
2023	513,206.25	150,919.00	195,450.00	859,575.25
2024		150,919.00	197,700.00	348,619.00
2025		150,919.00	194,900.00	345,819.00
2026		150,919.00	197,050.00	347,969.00
2027		150,919.00	194,150.00	345,069.00
2028		150,919.00	196,200.00	347,119.00
2029		150,919.00	193,200.00	344,119.00
2030		150,919.00	195,150.00	346,069.00
2031		150,919.00	197,000.00	347,919.00
2032			193,800.00	193,800.00
2033			195,550.00	195,550.00
2034			197,200.00	197,200.00
2035			193,800.00	193,800.00
2036			195,350.00	195,350.00
2037			196,800.00	196,800.00
2038			193,200.00	193,200.00
2039			194,550.00	194,550.00
2040			195,800.00	195,800.00
2041			196,950.00	196,950.00
Totals	<u>\$1,011,743.75</u>	<u>\$1,509,190.00</u>	<u>\$3,906,900.00</u>	<u>\$6,427,833.75</u>



CITY OF OWOSSO

Appendix C Cash Flow Analysis

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

CASH FLOW ANALYSIS - WITH GENERAL FUND LOAN

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		One Time		Increases				
Inside City:		Increase		Per Year				
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Demand charge - quarter	\$39.00	\$2.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80	\$46.15
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Capital charge - quarter	\$25.00	\$2.00	\$27.00	3.00%	\$27.81	\$28.64	\$29.50	\$30.39
Volume sold - annual ccf	457,431		457,431		457,431	457,431	457,431	457,431
Commodity charge - ccf	\$2.50	\$0.85	\$3.35	3.00%	\$3.45	\$3.55	\$3.66	\$3.77
Outside City:								
Meter equivalent units billed	1,179		1,179		1,179	1,179	1,179	1,179
Demand charge - quarter	\$78.00	\$4.00	\$82.00	3.00%	\$84.46	\$86.99	\$89.60	\$92.29
Volume sold - annual ccf	87,680		87,680		87,680	87,680	87,680	87,680
Commodity charge - ccf	\$5.00	\$1.70	\$6.70	3.00%	\$6.90	\$7.11	\$7.32	\$7.54
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$109.00</i>		<i>\$128.30</i>		<i>\$132.15</i>	<i>\$136.11</i>	<i>\$140.20</i>	<i>\$144.40</i>
Revenues								
Demand charge	\$1,450,176		\$1,524,544		\$1,570,280	\$1,617,389	\$1,665,910	\$1,715,888
Capital Charge	693,800		749,304		771,783	794,937	818,785	843,348
Commodity charge	1,581,978		2,119,850		2,183,445	2,248,949	2,316,417	2,385,910
Penalties	42,000		42,000		42,000	42,000	42,000	42,000
Permits and inspection fees	20,000		20,000		20,000	20,000	20,000	20,000
Hydrant rental	24,000		24,000		24,000	24,000	24,000	24,000
Other	21,200		21,200		21,200	21,200	21,200	21,200
Total revenues	<u>3,833,154</u>		<u>4,500,898</u>		<u>4,632,709</u>	<u>4,768,474</u>	<u>4,908,312</u>	<u>5,052,346</u>
Less: Total operating expenditures	(2,468,761) [1]		(2,531,668)		(2,596,239)	(2,662,520)	(2,730,557)	(2,800,398)
Outside City revenues remitted back to the Township	<u>(201,562)</u>		<u>(243,542)</u>		<u>(250,848)</u>	<u>(258,374)</u>	<u>(266,125)</u>	<u>(274,109)</u>
Net operating revenue	1,162,831		1,725,688		1,785,621	1,847,581	1,911,631	1,977,839
Add: General Fund loan and repayment [2]	-		750,000		(159,119)	(159,119)	(159,119)	(159,119)
Less: Current debt service payments	(842,557)		(859,575)		(348,619)	(345,819)	(347,969)	(345,069)
Estimated cash-funded capital improvements	(755,601)		(2,383,129)		(1,017,858)	(941,136)	(286,875)	(564,072)
Estimated debt service #1 - 2022 DWRF Bonds [3]	-		(6,000)		(45,000)	(45,000)	(45,000)	(45,000)
Estimated debt service #2 - 2023 DWRF Bonds [4]	-		-		(50,000)	(350,000)	(350,000)	(350,000)
Estimated debt service #3 - 2025 DWRF Bonds [5]	-		-		-	-	(45,000)	(305,000)
Net cash flow	<u>(\$435,327)</u>		<u>(\$773,016)</u>		<u>\$165,026</u>	<u>\$6,506</u>	<u>\$677,668</u>	<u>\$209,579</u>
<i>Cash & investments</i>	<i>\$1,841,683</i>	<i>\$1,406,357</i>	<i>\$633,341</i>		<i>\$798,366</i>	<i>\$804,873</i>	<i>\$1,482,541</i>	<i>\$1,692,120</i>

[1] Operating expenditures do not include project related expenditures relating to the 2022 DWRF Bonds.

[2] Assumes \$750,000 loan at 2%, paid back over five years.

[3] Estimated debt service payments based on a \$4,345,000 20-year DWRF bond issue at 1.875%. Assumes \$715,540 loan and \$3,629,460 principal forgiveness per EGLE.

[4] Estimated debt service payments based on a \$7,103,119 20-year DWRF bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

[5] Estimated debt service payments based on a \$6,149,690 20-year DWRF bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

CASH FLOW ANALYSIS - WITH ARPA FUNDING

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		One Time		Increases				
Inside City:		Increase		Per Year				
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Demand charge - quarter	\$39.00	\$2.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80	\$46.15
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Capital charge - quarter	\$25.00	\$2.00	\$27.00	3.00%	\$27.81	\$28.64	\$29.50	\$30.39
Volume sold - annual ccf	457,431		457,431		457,431	457,431	457,431	457,431
Commodity charge - ccf	\$2.50	\$0.65	\$3.15	3.00%	\$3.24	\$3.34	\$3.44	\$3.55
Outside City:								
Meter equivalent units billed	1,179		1,179		1,179	1,179	1,179	1,179
Demand charge - quarter	\$78.00	\$4.00	\$82.00	3.00%	\$84.46	\$86.99	\$89.60	\$92.29
Volume sold - annual ccf	87,680		87,680		87,680	87,680	87,680	87,680
Commodity charge - ccf	\$5.00	\$1.30	\$6.30	3.00%	\$6.49	\$6.68	\$6.88	\$7.09
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$109.00</i>		<i>\$124.70</i>		<i>\$128.44</i>	<i>\$132.29</i>	<i>\$136.26</i>	<i>\$140.35</i>
Revenues								
Demand charge	\$1,450,176		\$1,524,544		\$1,570,280	\$1,617,389	\$1,665,910	\$1,715,888
Capital Charge	693,800		749,304		771,783	794,937	818,785	843,348
Commodity charge	1,581,978		1,993,292		2,053,090	2,114,683	2,178,124	2,243,467
Penalties	42,000		42,000		42,000	42,000	42,000	42,000
Permits and inspection fees	20,000		20,000		20,000	20,000	20,000	20,000
Hydrant rental	24,000		24,000		24,000	24,000	24,000	24,000
Other	21,200		21,200		21,200	21,200	21,200	21,200
Total revenues	3,833,154		4,374,340		4,502,354	4,634,208	4,770,019	4,909,903
Less: Total operating expenditures	(2,468,761) [1]		(2,531,668)		(2,596,239)	(2,662,520)	(2,730,557)	(2,800,398)
Outside City revenues remitted back to Township	(201,562)		(234,774)		(241,817)	(249,072)	(256,544)	(264,240)
Net operating revenue	1,162,831		1,607,898		1,664,297	1,722,617	1,782,918	1,845,265
Add: ARPA Grant Funding	-		750,000		-	-	-	-
Less: Current debt service payments	(842,557)		(859,575)		(348,619)	(345,819)	(347,969)	(345,069)
Estimated cash-funded capital improvements	(755,601)		(2,383,129)		(1,017,858)	(941,136)	(286,875)	(564,072)
Estimated debt service #1 - 2022 DWRF Bonds [2]	-		(6,000)		(45,000)	(45,000)	(45,000)	(45,000)
Estimated debt service #2 - 2023 DWRF Bonds [3]	-		-		(50,000)	(350,000)	(350,000)	(350,000)
Estimated debt service #3 - 2025 DWRF Bonds [4]	-		-		-	-	(45,000)	(305,000)
Net cash flow	<u>(\$435,327)</u>		<u>(\$890,806)</u>		<u>\$202,821</u>	<u>\$40,662</u>	<u>\$708,074</u>	<u>\$236,124</u>
<i>Cash & investments</i>	<i>\$1,841,683</i>	<i>\$1,406,357</i>	<i>\$515,550</i>		<i>\$718,371</i>	<i>\$759,033</i>	<i>\$1,467,108</i>	<i>\$1,703,232</i>

[1] Operating expenditures do not include project related expenditures relating to the 2022 DWRF Bonds.

[2] Estimated debt service payments based on a \$4,345,000 20-year DWRF bond issue at 1.875%. Assumes \$715,540 loan and \$3,629,460 principal forgiveness per EGLE.

[3] Estimated debt service payments based on a \$7,103,119 20-year DWRF bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

[4] Estimated debt service payments based on a \$6,149,690 20-year DWRF bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.



City of Owosso
County of Shiawassee, State of Michigan
Sewage Disposal Fund 590 – Rate Study

February 9, 2022





February 9, 2022

City of Owosso
301 W. Main Street
Owosso, MI 48867

Baker Tilly Municipal Advisors, LLC
2852 Eyde Pkwy, Suite 150
East Lansing, MI 48823
(517) 321-0110
bakertilly.com

Subject: City of Owosso (Michigan) Sewage Disposal Fund – Rate Study

Dear City of Owosso:

It is our pleasure to provide you this analysis of your wastewater fund and the review of the rate structure. A rate study is not a historical document, it is a working document, which should be used as a reference for budget and finance decision-making. To this end, Baker Tilly is available to discuss the study at any point in the future.

Rates and charges must reflect the customer base being served. As such, the rate study found in these pages is unique to your community. The ultimate goal of every rate study is to develop a rate structure and revenue support system that meets the needs of operations, maintenance, and capital improvement and at the same time is as economical and equitable to the customers as possible, this is referred to as a “cost of service” analysis. You will find the observations and recommendations meet your needs and reflect your customer base.

By acceptance of this study the City Council understands and accepts the responsibility and liability for potential challenges to the rate structure and management of the funds. Rate studies, while often based on various methods, industry guidelines, do not follow a clear standard as does, for example, a CPA in producing an audit according to Generally Accepted Accounting Principles. Furthermore, state law and case law do not provide any reasonable or comprehensive guidance regarding methodology, rate structure or management of fund balances. Baker Tilly is reliant upon City officials, and other sources, who have access to relevant data to provide accurate information. The City accepts that fund management and rate adjustment recommendations are inherently subject to estimations and projections and, as such, no assurance is provided regarding the actual performance of the funds over time. The City is advised to seek legal counsel regarding the implementation of any recommendations and their liability implications.

As always, it was a pleasure serving you and do not hesitate to call if you wish to further discuss our findings.

Sincerely,

BAKER TILLY MUNICIPAL ADVISORS, LLC

Andy Campbell, CPA, Director

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1.2 Objectives	4
1.3 Potential Rates	4
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Executive Summary

1.1 Community Background

The City of Owosso is located in Shiawassee County, Michigan. It is 5.39 square miles and has a population of approximately 14,500. The sewage disposal system fund is used to account for the provision of sewer services to the residents of the city and some residents of the surrounding communities. This report recommends two different options for the City of Owosso to consider in updating their sewer rates based on the improvement plan required to maintain the system.

Source: City of Owosso

1.2 Objectives

To identify the revenue support and fund management needed to fulfill the city's operations & maintenance, and capital improvements to the system while maintaining adequate cash reserves to be able to respond to unforeseen circumstances.

1.3 Potential Rates

Based on our analysis and direction from city officials, Baker Tilly is recommending two options, the first option (Scenario 1) is a one-time increase of \$5.00 to the city's demand charge and a \$1.70 increase to the commodity charge, with inflationary increases of 3.00% to all rates thereafter.

TABLE 1-3A: PROPOSED RATES SUMMARY SCENARIO 1

Category	Current Rates	Proposed Rates 2022/23	Proposed Rates 2023/24
Demand Charge (Quarterly)	\$35.00	\$40.00	\$41.20
Commodity Charge (per 18 CCF)	\$3.05	\$4.75	\$4.89

** 5/8" meter size demand charge rate*

The second option (Scenario 2) proposes a two-year increase of \$3.00 per year to the City's demand charge and a two-year increase of \$0.95 per year to the commodity charge, with inflationary increases of 3.00% to all rates thereafter.

TABLE 1-3B: PROPOSED RATES SUMMARY SCENARIO 2

Category	Current Rates	Proposed Rates 2022/23	Proposed Rates 2023/24
Demand Charge (Quarterly)	\$35.00	\$38.00	\$41.00
Commodity Charge (per 18 CCF)	\$3.05	\$4.00	\$4.95

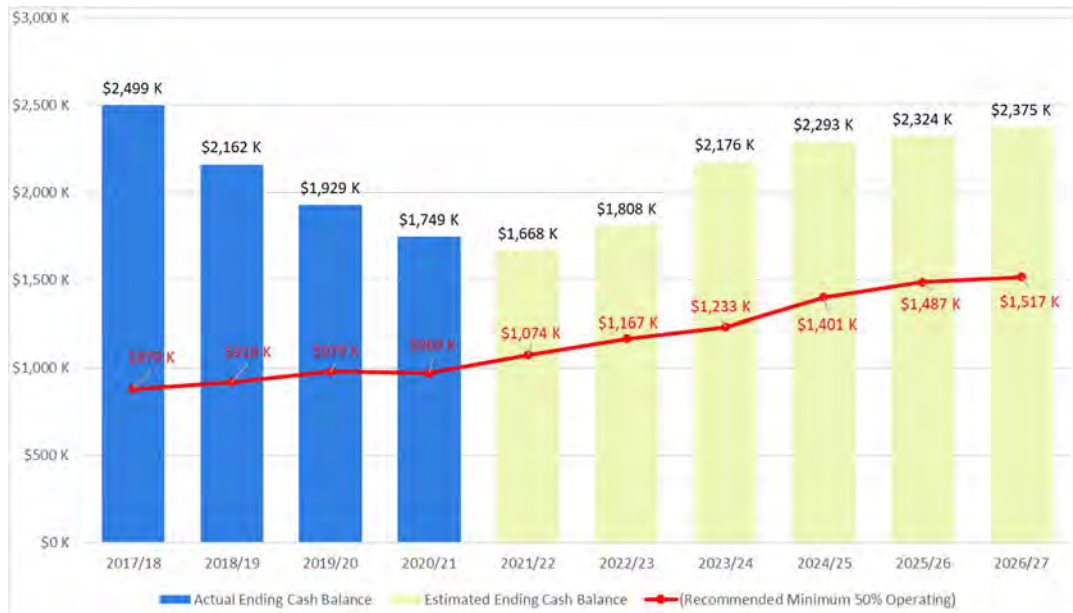
** 5/8" meter size demand charge rate*

1.4 Cash Position Summary

The cash & investments balance for the city's sewer fund is currently very healthy with around 10 months of cash operating expenses on hand (net of depreciation). This is above our standard recommended minimum balance of 6 months of cash operating expenses. Over the forecast period, the cash balance fluctuates primarily due to cash funding capital improvement projects.

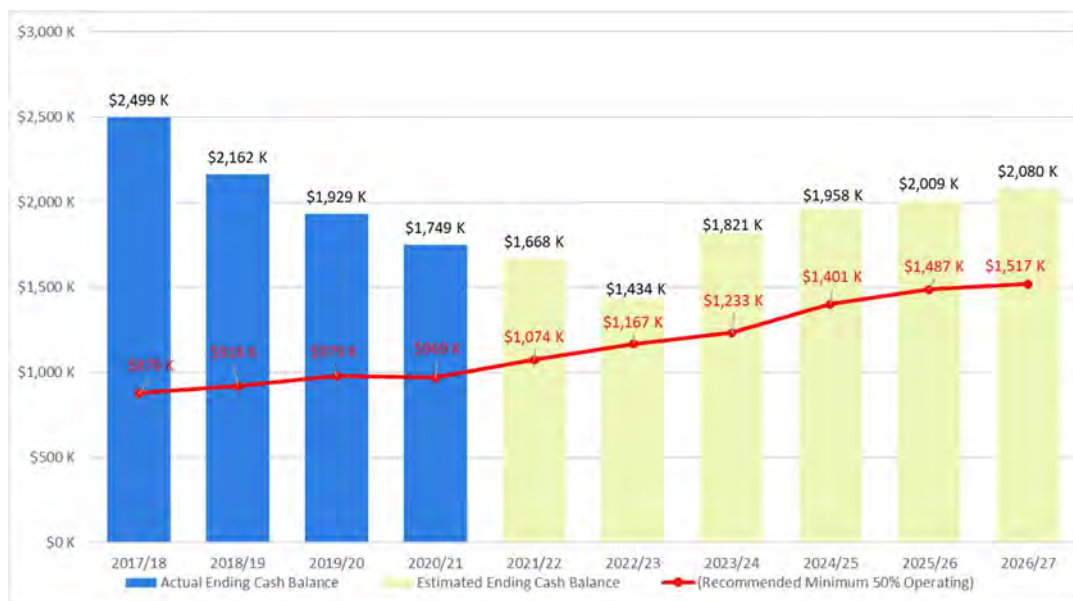
The city is estimating to pay for almost \$1.8 million worth of cash-funded capital improvements throughout the forecast period. Scenario 1 below estimates the ending cash balance to be approximately 10 months' worth of cash operating expenses by the end of the forecast period.

TABLE 1-4A: SCHEDULE OF ACTUAL AND ESTIMATED ENDING CASH BALANCE SCENARIO 1



Below, Scenario 2 estimates the ending cash balance to be approximately 8 months' worth of cash operating expenses by the end of the forecast period.

TABLE 1-4B: SCHEDULE OF ACTUAL AND ESTIMATED ENDING CASH BALANCE SCENARIO 2



Information and Assumptions

A significant effort has been made by the city to inventory assets, evaluate the infrastructure, and determine asset criticality. The result is the identification of asset investment cost by project and by year. The rate study covers a 5-year forecast period to take this asset evaluation into account. The rate study is a four-step process: 1) historical comparison with audits and budgets, 2) test year, or normalized budget year, along with inflation assumptions for purposes of forecasting, 3) proof of rate to revenue for reliance on customer data, and 4) cash flow forecast including revenue, operating expense, capital spending, debt, and fund balance (i.e., actual cash and investment balance). The analysis is a “cash basis” approach as described in the AWWA Manual of Rate Making Practices.

Key information

- Audited comprehensive annual financial statements for FYE 2018, FYE 2019, FYE 2020, FYE 2021.
- Actual Revenue and Expenditure Report for FYE 2019, FYE 2020, FYE 2021.
- Budgeted Revenue and Expenditure Report for FYE 2022.
- Sewage Disposal System fund cash balance as of June 30, 2021 provided by the city.
- CIP provided by the city.

Key Assumptions

- Rates should not only cover the system costs, but also support future system maintenance, capital improvements, and debt service payments.
- The City will follow AWWA guidelines.
- The City is not anticipating significant population growth.
- The budgeted amount for other revenue in FYE 2022 will be consistent in future years.
- The City will conduct all capital improvement projects forecasted by the city.
- The current market rate is used for calculating proposed bond debt service.
- No new major customers will be connecting to or disconnecting from the system.
- The allocation of 599 fund expenses and contributions will be consistent with the current methodology.

Revenues

2.1 Customers and Usage

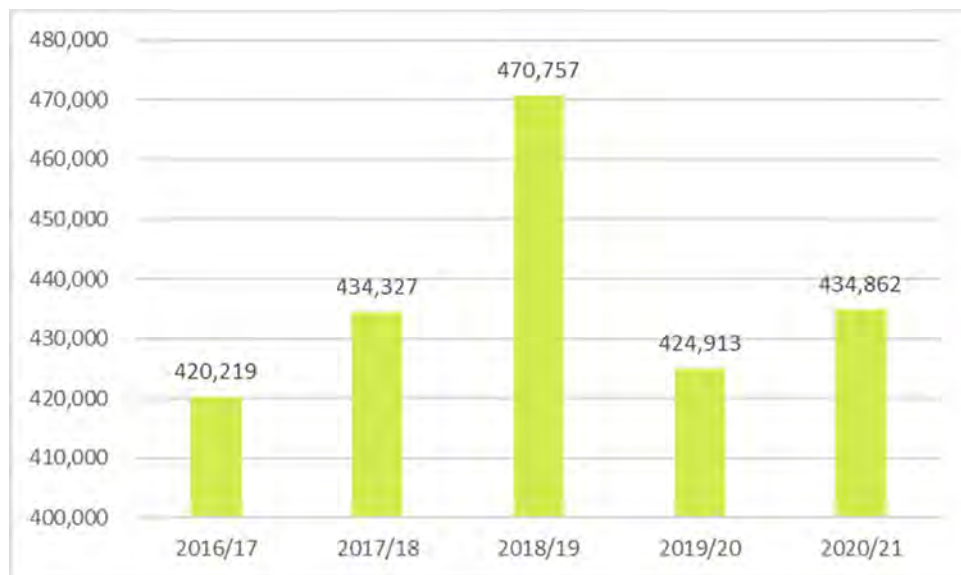
The city serves roughly 5,659 metered customers that are charged a quarterly demand fee based on their meter size, as well as a commodity charge based on usage. The tables below show the breakout of customers by meter size.

TABLE 2-1A: CUSTOMER COUNTS BY METER SIZE

Meter Size	Meter Count
5/8"	5,379
3/4"	37
1"	83
1.5"	88
2"	55
3"	11
4"	5
6"	1
Total Meter Count	5,659

Over the past five years the city has seen various levels of usage with a spike in 2018/2019 followed by a decrease in 2019/2020. The COVID-19 Pandemic may have played a role in the sharp decrease in 2019/2020. However, with businesses opening back up, the forecast assumes a consistent flow going forward. The table below illustrates the total billed usage for the system over the past five years.

TABLE 2-1B: VOLUME OF WASTEWATER BILLED IN 100 CF



2.2 Rates

The city bills customers based on generally accepted methods. Customers are billed a demand charge based on meter size and on a commodity basis for the volume of wastewater discharged. The table below shows the current quarterly demand charge rate for wastewater customers as well as their meter ratios.

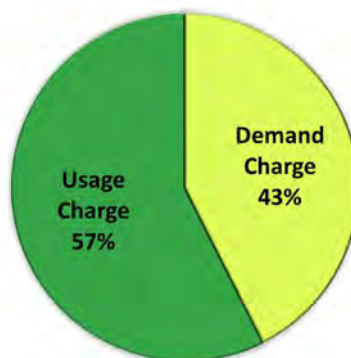
TABLE 2-2: QUARTERLY DEMAND CHARGE

Current Demand Charge and Meter Size		
Meter Size	Demand Charge	Meter Ratios
5/8"	\$35.00	1.0
3/4"	\$52.50	1.5
1"	\$87.50	2.5
1.5"	\$175.00	5.0
2"	\$280.00	8.0
3"	\$525.00	15.0
4"	\$875.00	25.0
6"	\$1,750.00	50.0

2.3 Revenue

The city derives its revenue from both its demand charge and usage charge. Roughly 57% of the city's user rate revenue is brought in by the city's usage charge while the remaining 43% is brought in by the city's demand charge. Charges based on usage are typically seen as the most equitable way to allocate costs to customers, however, there are still fixed costs the system will need to cover regardless of a large decrease in usage. The chart below demonstrates how much revenue is derived from each rate.

TABLE 2-3: REVENUE BY RATE CATEGORY



In addition to the revenues brought in by user rates, the city is conservatively assuming approximately \$29,500 per year in other revenue (revenue not derived from user rates). These revenues consist primarily of penalties. The forecast assumes this other revenue will remain consistent in future years.

Operating & Maintenance Expenses

3.1 Historical Expenses

Historical expenses are analyzed in the report to help look for trends and to identify outlier expenses. The city had a few one-time increases related to projects and changes in personnel, but overall, the current year budget is consistent with previous years, with most expenses increasing slightly year over year.

Table 3-1: Receipt and Disbursement History



3.2 Test Year

A test year is a normalized year for operating and maintenance expenses and becomes the base year used for forecasting future expenses. Prior year budget actuals are analyzed for trends, outliers, or one-time expenses. Any items of concern were discussed with city officials to determine what a particular line-item expense would be in a normal year. Certain adjustments were made to these line items to accurately reflect a normalized year of expenses to be used in the test year before forecasted into future years.

3.3 Inflation Assumptions

The next step is to increase the test year expenses by an annual inflationary percentage. This is done because expenses cannot be assumed to be the same each year forecasted in the report. The annual inflationary increases reflect the increases in costs over time and are used to help estimate what future operating and maintenance expenses will be. The table below summarizes the general inflationary assumptions used in the report.

TABLE 3-3: INFLATION ASSUMPTIONS

Expense Type	Inflation Assumptions
Compensation Related	3.0%
Benefits	3.0%
Operating	2.0%
Maintenance	2.0%
Materials & Utilities	2.0%
Contractual Services	2.0%

Capital Improvement Plan

4.1 Capital Improvement Plan (CIP)

Capital improvements are larger, one-time expenses that are not included in annual operating and maintenance expenses. It's beneficial to look at potential capital improvements well in advance and develop a plan to guide the city's policy development and to manage rates over time to maintain the system with the most efficient use of funds. The city's capital improvement plan includes project plans for proactively maintaining the entire system. The capital improvement plan cost estimates were provided by the city with built in inflation and contingency assumptions. A list of capital improvement costs by year is shown in table 4-2.

4.2 CIP Funding

The city currently plans to utilize cash funds from the city's sewage disposal system fund for the capital improvement plan. The chart below details the city's cash funded capital improvement plan.

TABLE 4-2: CASH FUNDED CAPITAL IMPROVEMENT PROJECTS SUMMARY

Year	Cash Funded Capital Improvements
2021/22	\$85,715
2022/23	534,000
2023/24	271,950
2024/25	285,548
2025/26	285,548
2026/27	314,816
Total	\$1,777,577

Debt Service

5.1 Debt Limitation

The city is subject to the State of Michigan debt limitation of 10% of State Equalized Value (SEV), however, Act 94 of 1933 allows communities to issue bonds secured by the revenues of the system and because the security is system revenues (as opposed to the city's taxing ability) these bonds do not count towards the debt limit. Since the sewage disposal system fund can issue bonds under Act 94 of 1933, the 10% of SEV debt limit is not a concern related to utilizing debt to finance projects.

5.2 Current Debt Service

The city currently has two bond issues that the sewage disposal system fund is contributing towards. The wastewater fund is responsible for the 2009 SSO CWSRF Bond, and the 2020 CWSRF JR Lien Revenue Bond Series 2020A. The debt service schedule through 2026/27 is outlined below, and the city's complete debt service schedule is included in Appendix B of this report.

TABLE 5-2: SCHEDULE OF COMBINED DEBT SERVICE

Fiscal Year	Debt Service
2020/21	\$133,945
2021/22	136,720
2022/23	134,370
2023/24	132,020
2024/25	129,670
2025/26	137,270
2026/27	131,481
Total Debt Service	\$935,474

Cash Flow

6.1 Methodology

The revenue needs to support operations, debt, and capital improvements while solving to a cash balance. City officials determined either a one-time or two-time increase followed by a consistent rate track with manageable annual inflationary increases is the best option for their customer base.

6.2 Proposed/Potential Rates

Proposed are two rate tracks. The rate track in table 6-2A (Scenario 1) demonstrates a one-time increase of \$5.00 to the city's demand charge as well as a \$1.70 increase to the commodity charge, and inflationary increases of 3.00% to all rates thereafter.

TABLE 6-2A: PROPOSED RATES ADJUSTMENTS SCENARIO 1

Adjustment Scenario 1	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Demand Charge Rate (Quarterly)	\$35.00	\$40.00	\$41.20	\$42.44	\$43.71	\$45.02
Commodity Charge (CCF)	\$3.05	\$4.75	\$4.89	\$5.04	\$5.19	\$5.35

* 5/8" meter size demand charge rate

The rate track proposed in table 6-2B (Scenario 2) demonstrates a two-time increase of \$3.00 per year to the city's demand charge as well as two-time increases of \$0.95 per year to the city's commodity charge, and inflationary increases of 3.00% to all rates thereafter.

TABLE 6-2B: PROPOSED RATES ADJUSTMENTS SCENARIO 2

Adjustment Scenario 2	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Demand Charge Rate (Quarterly)	\$35.00	\$38.00	\$41.00	\$42.23	\$43.50	\$44.80
Commodity Charge (CCF)	\$3.05	\$4.00	\$4.95	\$5.10	\$5.25	\$5.41

The city invoices customers on a quarterly basis. The table below is an estimate of a typical homeowner's quarterly bill based on 18 CCF/quarter of usage following the Scenario 1 rate track option.

TABLE 6-2C: TYPICAL HOMEOWNER'S QUARTERLY BILL SCENARIO 1

Homeowner Type Scenario 1	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Metered [1]	\$89.90	\$125.50	\$129.27	\$133.14	\$137.14	\$141.25

[1] Assumes 18 ccF usage/quarter.

The table below is an estimate of a typical homeowner's quarterly bill based on 18 CCF/quarter of usage per the Scenario 2 rate track option.

TABLE 6-2D: TYPICAL HOMEOWNER'S QUARTERLY BILL SCENARIO 2

Homeowner Type Scenario 2	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Metered [1]	\$89.90	\$110.00	\$130.10	\$134.00	\$138.02	\$142.16

[1] Assumes 18 ccF usage/quarter.

6.3 Rate Impact Summary

The proposed Scenario 1 rate track results in an approximate increase of \$35.60 in fiscal year 2022/2023; followed by additional increases of roughly \$3.90 to a typical homeowner's quarterly bill per year (assuming 18 CCF of usage per quarter).

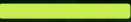
TABLE 6-3A: TYPICAL HOMEOWNER'S QUARTERLY BILL SCENARIO 1



The proposed Scenario 2 rate track results in an approximate increase of \$20.10 in fiscal year 2022/2023 and 2023/24; followed by an additional increase of roughly \$4.00 to a typical homeowner's quarterly bill per year (assuming 18 CCF of usage per quarter).

TABLE 6-3B: TYPICAL HOMEOWNER'S QUARTERLY BILL SCENARIO 2





CITY OF OWOSSO

Appendix A **Comparative Detail
of Operating Expenses**



CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses						
Dept. 200 - Gen Services						
590-200-702.100	Salaries	\$91,970	\$94,868	\$101,883	\$101,883	3.0%
590-200-702.400	Wages - Temporary	-	-	-	-	0.0%
590-200-702.800	Accrued Sick Leave	-	-	-	-	0.0%
590-200-715.000	Social Security (FICA)	6,972	7,346	8,091	8,091	3.0%
590-200-716.100	Health Insurance	24,082	28,764	34,101	34,101	3.0%
590-200-716.150	OPEB Expense	-	-	-	-	3.0%
590-200-716.200	Dental Insurance	805	1,006	1,309	1,309	3.0%
590-200-716.300	Optical Insurance	120	137	155	155	3.0%
590-200-716.400	Life Insurance	455	432	460	460	3.0%
590-200-716.500	Disability Insurance	1,088	1,071	1,057	1,057	3.0%
590-200-717.000	Unemployment Insurance	-	-	-	-	0.0%
590-200-718.000	Retirement	-	-	-	-	0.0%
590-200-718.200	Defined Contribution	3,635	3,476	9,075	9,075	3.0%
590-200-719.000	Workers' Compensation	532	550	550	550	3.0%
590-200-728.000	Operating Supplies	457	742	1,000	1,000	2.0%
590-200-801.000	Professional Services: Administrative	49,033	3,841	14,000	14,000	2.0%
590-200-810.000	Insurance & Bonds	9,956	10,186	10,492	10,492	2.0%
590-200-818.000	Contractual Services	10,544	8,340	13,000	13,000	2.0%
590-200-845.000	Lease	-	-	-	-	0.0%
590-200-850.000	Bad Debt Expense	-	-	-	-	0.0%
590-200-856.000	Miscellaneous	-	-	-	-	0.0%
590-200-860.000	Education & Training	279	38	1,000	1,000	2.0%
590-200-890.100	Debt Service & Capital	-	-	-	-	0.0%
590-200-890.200	Operation & Maintenance	1,149,044	1,227,263	1,186,750	1,186,750	[1]
590-200-890.300	Replacement	238,884	349,133	411,110	411,110	[1]
590-200-899.101	GF Contribution	88,155	88,155	102,500	102,500	2.0%
590-200-968.000	Depreciation Expense	-	-	-	-	0.0%
590-200-999.661	Contribution-Fleet Maintenance	-	-	-	-	0.0%
Total Dept. 200 - Gen Services Expenses		1,676,010	1,825,347	1,896,533	1,896,533	
Dept. 549 - Sewer Operations						
590-549-702.100	Salaries	-	-	-	-	0.0%
590-549-702.200	Wages	34,161	26,745	34,400	34,400	3.0%
590-549-702.300	Overtime	3,134	4,855	5,000	5,000	3.0%
590-549-702.400	Wages - Temporary	-	-	-	-	0.0%
590-549-702.600	Uniforms	-	-	-	-	0.0%
590-549-702.800	Accrued Sick Leave	-	-	-	-	0.0%
590-549-703.000	Other Compensation	15,150	11,522	12,000	12,000	3.0%
590-549-715.000	Social Security (FICA)	6,889	5,999	6,720	6,720	3.0%
590-549-716.000	Fringes	(28,631)	(23,484)	(15,000)	(15,000)	0.0%
590-549-716.100	Health Insurance	17,228	14,278	18,253	18,253	3.0%
590-549-716.200	Dental Insurance	427	466	489	489	3.0%
590-549-716.300	Optical Insurance	120	100	120	120	3.0%
590-549-716.400	Life Insurance	277	330	396	396	3.0%
590-549-716.500	Disability Insurance	433	289	438	438	3.0%
590-549-717.000	Unemployment Insurance	11	70	25	25	3.0%
590-549-718.000	Retirement	101,885	-	-	-	0.0%
590-549-718.100	Municipal Employees Retirement Program	-	22,836	27,510	27,510	3.0%
590-549-718.200	Defined Contribution	1,721	1,171	3,681	3,681	3.0%
590-549-719.000	Workers' Compensation	1,012	1,025	1,225	1,225	3.0%
590-549-728.000	Operating Supplies	2,089	1,516	4,500	4,500	2.0%
590-549-751.000	Gas & Oil	3,388	2,553	5,500	5,500	2.0%
590-549-818.000	Contractual Services	60,298	36,913	97,920	97,920	2.0%

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

(Continued)

COMPARATIVE DETAIL OF OPERATING EXPENSES


		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses (Continued)						
Dept. 549 - Sewer Operations (Continued)						
590-549-833.000	Equipment Maintenance	-	-	1,500	1,500	2.0%
590-549-833.200	Sewer Repair	4,465	-	5,000	5,000	2.0%
590-549-833.300	Service Line Repair Separation-SSO	-	-	-	-	0.0%
590-549-836.000	Lift Station Maintenance	10,966	23,419	12,000	12,000	2.0%
590-549-836.100	Lift Station Utilities	3,222	3,695	4,000	4,000	2.0%
590-549-843.000	Equipment Rental	22,706	13,697	25,000	25,000	2.0%
590-549-860.000	Education & Training	905	40	1,000	1,000	2.0%
Total Dept. 549 Sewer Operations Expenses		261,854	148,033	251,677	251,677	
Dept. 901 - Capital Outlay						
590-901-971.000	Land	-	-	- [3]	-	0.0%
590-901-973.000	Capital Outlay - Sewers	-	-	- [3]	-	0.0%
590-901-975.000	Col - Building Improvements	-	-	- [3]	-	0.0%
590-901-977.000	Col - Equipment	-	-	- [3]	-	0.0%
590-901-977.100	Col Equipment Interest	-	-	- [3]	-	0.0%
590-901-979.000	Col-Lift Stations	-	-	- [3]	-	0.0%
Total Dept. 901 - Capital Outlay Expenses		-	-	-	-	
Dept. 905 - Debt Service						
590-905-980.991	Principal	-	-	- [4]	-	0.0%
590-905-980.995	Interest	-	-	- [4]	-	0.0%
Total Dept. 905 - Debt Service Expenses		-	-	-	-	
Total Operating Expenses - Sewage Disposal		\$1,937,865	\$1,973,381	\$2,148,210	\$2,148,210	

[1] Operations & Maintenance and Replacement projections taken from fund 599 cash flow analysis.

[2] Depreciation Expense is removed from this report as it is performed on the cash basis.

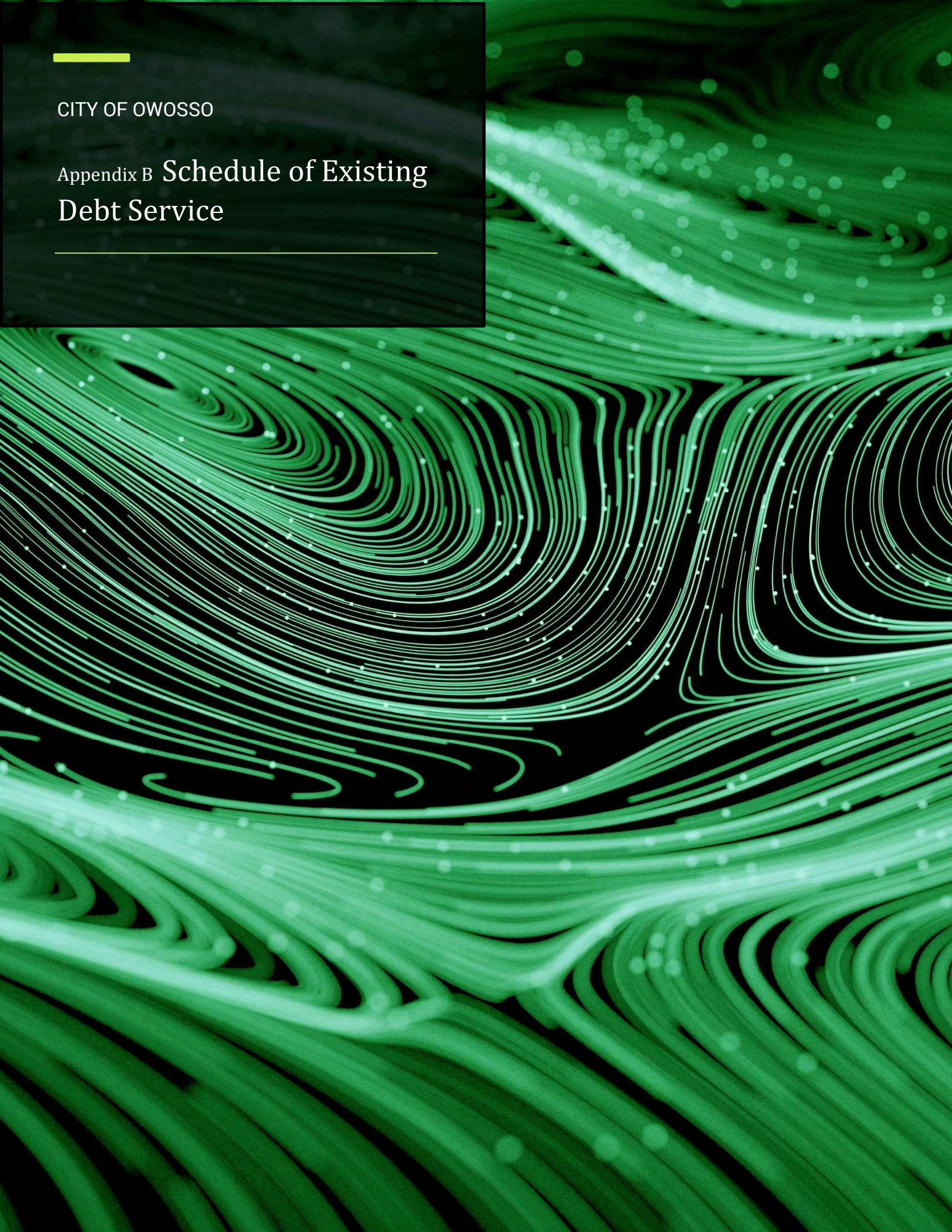
[3] Capital Outlay is removed from this section of the report. These items are discussed later in the report.

[4] Debt Service Principal and Interest are removed from this section of the report. These items are discussed later in the report.



CITY OF OWOSSO

Appendix B Schedule of Existing
Debt Service



CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590**SCHEDULE OF COMBINED DEBT SERVICE**

<u>Fiscal Year Ended</u>	<u>2009 CWSRF Bonds</u>	<u>2020A CWSRF Bonds</u>	<u>Total</u>
2022	\$53,794.66	\$80,150.00	\$133,944.66
2023	57,669.66	79,050.00	136,719.66
2024	56,419.66	77,950.00	134,369.66
2025	55,169.66	76,850.00	132,019.66
2026	53,919.66	75,750.00	129,669.66
2027	57,669.66	79,600.00	137,269.66
2028	53,080.66	78,400.00	131,480.66
2029		77,200.00	77,200.00
2030		76,000.00	76,000.00
2031		79,750.00	79,750.00
2032		78,450.00	78,450.00
2033		77,150.00	77,150.00
2034		75,850.00	75,850.00
2035		79,500.00	79,500.00
2036		78,100.00	78,100.00
2037		76,700.00	76,700.00
2038		80,250.00	80,250.00
2039		78,750.00	78,750.00
2040		77,250.00	77,250.00
2041		75,750.00	75,750.00
Totals	<u>\$387,723.62</u>	<u>\$1,558,450.00</u>	<u>\$1,946,173.62</u>



CITY OF OWOSSO

Appendix C Cash Flow Analysis

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

CASH FLOW ANALYSIS - ONE-TIME PLUS INFLATIONARY INCREASES - SCENARIO 1

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		One Time		Increases				
Meter equivalent units billed	6,862	Increase	6,862	Per Year	6,862	6,862	6,862	6,862
Demand charge - quarter	\$35.00	\$5.00	\$40.00	3.00%	\$41.20	\$42.44	\$43.71	\$45.02
Volume sold - annual ccf	425,000		425,000		425,000	425,000	425,000	425,000
Commodity charge - ccf	\$3.05	\$1.70	\$4.75	3.00%	\$4.89	\$5.04	\$5.19	\$5.35
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$89.90</i>		<i>\$125.50</i>		<i>\$129.27</i>	<i>\$133.14</i>	<i>\$137.14</i>	<i>\$141.25</i>
Revenues								
Demand charge	\$960,680		\$1,097,920		\$1,130,858	\$1,164,783	\$1,199,727	\$1,235,719
Commodity charge	1,296,250		2,018,750		2,079,313	2,141,692	2,205,943	2,272,121
Other	29,500		29,500		29,500	29,500	29,500	29,500
Total revenues	<u>2,286,430</u>		<u>3,146,170</u>		<u>3,239,670</u>	<u>3,335,975</u>	<u>3,435,169</u>	<u>3,537,340</u>
Less: Total operating expenditures	<u>(2,148,210)</u>		<u>(2,334,964)</u>		<u>(2,465,340)</u>	<u>(2,801,434)</u>	<u>(2,974,470)</u>	<u>(3,034,917)</u>
Net operating revenue	138,220		811,206		774,330	534,541	460,699	502,422
Less: Current debt service payments	(133,945)		(136,720)		(134,370)	(132,020)	(129,670)	(137,270)
Estimated cash-funded capital improvements	<u>(85,715)</u>		<u>(534,000)</u>		<u>(271,950)</u>	<u>(285,548)</u>	<u>(299,825)</u>	<u>(314,816)</u>
Net cash flow	<u>(\$81,440)</u>		<u>\$140,486</u>		<u>\$368,010</u>	<u>\$116,974</u>	<u>\$31,204</u>	<u>\$50,337</u>
<i>Cash & investments</i>	<i>\$1,749,060</i>	<i>\$1,667,621</i>	<i>\$1,808,106</i>		<i>\$2,176,117</i>	<i>\$2,293,090</i>	<i>\$2,324,295</i>	<i>\$2,374,631</i>

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

CASH FLOW ANALYSIS - TWO-YEAR STEP PLUS INFLATIONARY INCREASES - SCENARIO 2

	<u>2021/22</u>		<u>2022/23</u>	<u>2023/24</u>		<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		Increases			Increases			
Meter equivalent units billed	6,862	<u>Per Year</u>	6,862	6,862	<u>Per Year</u>	6,862	6,862	6,862
Demand charge - quarter	\$35.00	\$3.00	\$38.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80
Volume sold - annual ccf	425,000		425,000	425,000		425,000	425,000	425,000
Commodity charge - ccf	\$3.05	\$0.95	\$4.00	\$4.95	3.00%	\$5.10	\$5.25	\$5.41
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$89.90</i>		<i>\$110.00</i>	<i>\$130.10</i>		<i>\$134.00</i>	<i>\$138.02</i>	<i>\$142.16</i>
Revenues								
Demand charge	\$960,680		\$1,043,024	\$1,125,368		\$1,159,129	\$1,193,903	\$1,229,720
Commodity charge	1,296,250		1,700,000	2,103,750		2,166,863	2,231,868	2,298,824
Other	29,500		29,500	29,500		29,500	29,500	29,500
Total revenues	<u>2,286,430</u>		<u>2,772,524</u>	<u>3,258,618</u>		<u>3,355,492</u>	<u>3,455,271</u>	<u>3,558,044</u>
Less: Total operating expenditures	<u>(2,148,210)</u>		<u>(2,334,964)</u>	<u>(2,465,340)</u>		<u>(2,801,434)</u>	<u>(2,974,470)</u>	<u>(3,034,917)</u>
Net operating revenue	138,220		437,560	793,278		554,057	480,801	523,127
Less: Current debt service payments	(133,945)		(136,720)	(134,370)		(132,020)	(129,670)	(137,270)
Estimated cash-funded capital improvements	<u>(85,715)</u>		<u>(534,000)</u>	<u>(271,950)</u>		<u>(285,548)</u>	<u>(299,825)</u>	<u>(314,816)</u>
Net cash flow	<u>(\$81,440)</u>		<u>(\$233,160)</u>	<u>\$386,958</u>		<u>\$136,490</u>	<u>\$51,306</u>	<u>\$71,041</u>
<i>Cash & investments</i>	<i>\$1,749,060</i>	<i>\$1,667,621</i>	<i>\$1,434,460</i>	<i>\$1,821,419</i>		<i>\$1,957,909</i>	<i>\$2,009,215</i>	<i>\$2,080,256</i>



City of Owosso
County of Shiawassee, State of Michigan
Wastewater Fund 599 – Rate Study

February 9, 2022





February 9, 2022

City of Owosso
301 W. Main Street
Owosso, MI 48867

Baker Tilly Municipal Advisors, LLC
2852 Eyde Pkwy, Suite 150
East Lansing, MI 48823
(517) 321-0110
bakertilly.com

Subject: City of Owosso (Michigan) Wastewater Fund – Rate Study

Dear City of Owosso:

It is our pleasure to provide you this analysis of your wastewater fund and the review of the rate structure. A rate study is not a historical document, it is a working document, which should be used as a reference for budget and finance decision-making. To this end, Baker Tilly is available to discuss the study at any point in the future.

Rates and charges must reflect the customer base being served. As such, the rate study found in these pages is unique to your community. The ultimate goal of every rate study is to develop a rate structure and revenue support system that meets the needs of operations, maintenance, and capital improvement and at the same time is as economical and equitable to the customers as possible, this is referred to as a “cost of service” analysis. You will find the observations and recommendations meet your needs and reflect your customer base.

By acceptance of this study the City Council understands and accepts the responsibility and liability for potential challenges to the rate structure and management of the funds. Rate studies, while often based on various methods, industry guidelines, do not follow a clear standard as does, for example, a CPA in producing an audit according to Generally Accepted Accounting Principles. Furthermore, state law and case law do not provide any reasonable or comprehensive guidance regarding methodology, rate structure or management of fund balances. Baker Tilly is reliant upon City officials, and other sources, who have access to relevant data to provide accurate information. The City accepts that fund management and rate adjustment recommendations are inherently subject to estimations and projections and, as such, no assurance is provided regarding the actual performance of the funds over time. The City is advised to seek legal counsel regarding the implementation of any recommendations and their liability implications.

As always, it was a pleasure serving you and do not hesitate to call if you wish to further discuss our findings.

Sincerely,

BAKER TILLY MUNICIPAL ADVISORS, LLC

Andy Campbell, CPA, Director

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Executive Summary

1.1 Community Background

The City of Owosso is in Shiawassee County, Michigan. The city is 5.39 square miles and has a population of approximately 14,500. Owosso's treatment system collects wastewater from four separate units of local government including the City of Owosso, Owosso Township, Caledonia Township, and the City of Corunna. Sewage rates are set by each entity and contributions are allocated by a combination of percentage of usage and contractual capacity percentages.

Source: City of Owosso

1.2 Objectives

To identify the revenue support and fund management needed to fulfill operations & maintenance, and capital improvements to the system while maintaining adequate cash reserves to be able to respond to unforeseen circumstances.

1.3 Cash Position Summary

The cash & investments balance for the Replacement Fund is currently healthy with approximately 7 months of cash operating expenses on hand (net of depreciation). This is slightly above our recommended minimum balance of 6 months of cash operating expenses. Over the forecast period, the cash balance fluctuates due to capital improvement projects. The cash forecast drops off significantly in 2026/27 due to the start of a large capital improvement project intended to be cash funded.

TABLE 1-3: SCHEDULE OF ACTUAL AND ESTIMATED ENDING CASH BALANCE



Information and Assumptions

A significant effort has been made to inventory assets, evaluate infrastructure, and determine asset criticality. The result is the identification of asset investment cost by project and by year. The rate study covers a 5-year forecast period to take this asset evaluation into account. The rate study is a four-step process: 1) historical comparison with audits and budgets, 2) test year, or normalized budget year, along with inflation assumptions for purposes of forecasting, 3) proof of rate to revenue for reliance on customer data, and 4) cash flow forecast including revenue, operating expense, capital spending, debt, and fund balance (i.e., actual cash and investment balance). The analysis is a “cash basis” approach as described in the AWWA Manual of Rate Making Practices.

Key information

- Audited comprehensive annual financial statements for FYE 2018, FYE 2019, FYE 2020, and FYE 2021.
- Actual Revenue and Expenditure Report for FYE 2019, FYE 2020, FYE 2021.
- Budgeted Revenue and Expenditure Report for FYE 2022.
- Wastewater fund cash balance as of June 30, 2021 provided by the City of Owosso.
- CIP provided by the City of Owosso.

Key Assumptions

- Rates should not only cover the system costs, but also support future system maintenance, capital improvements, and debt service payments.
- The City of Owosso will follow AWWA guidelines.
- The City of Owosso is not anticipating significant population growth.
- The City of Owosso will conduct all capital improvement projects forecasted.
- The current market rate is used for calculating proposed bond debt service.
- No new major customers will be connecting to or disconnecting from the system.
- The 2022 CWSRF bond issue approved for \$4,885,000.

Revenues

2.1 Customers and Usage

The wastewater 599 fund does not serve customers. Rather, it's used as a collecting fund for all the contributing local entities serviced by the wastewater system. Each contributing entity is responsible for setting their own rates and are given a percentage of revenue to contribute to the fund based on flow and capacity percentages.

TABLE 2-1: CONTRIBUTORS FLOW AND CAPACITY ALLOCATION PERCENTAGES

Contributions to Wastewater Fund 599		
Contributing Entities	Flow Percentage	Capacity Percentage
City of Owosso	68.54%	53.00%
Owosso Township	12.83%	21.50%
Caledonia Township	6.16%	16.30%
City of Corunna	12.47%	9.20%
Total	100.00%	100.00%

2.2 Current Contributions

The wastewater 599 fund receives revenue from each contributing local government entity based on generally accepted methods. Contributions are based on flow percentages and contractual capacity percentages for each local unit. The contributions are then used to fund system-wide improvements identified in the Capital Improvement Plan. The table below shows the current contributions made by each entity for fiscal year 2021/22 broken out by flow percentage and capacity percentage.

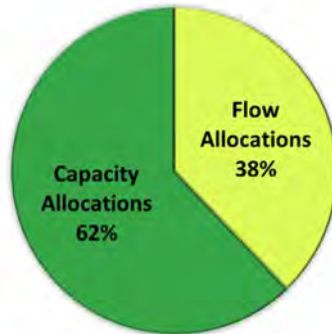
TABLE 2-2: TOTAL CONTRIBUTIONS TO WASTEWATER FUND 599 FYE 2021/22

Contributions to Wastewater Fund 599		
Contributing Entities	Flow Percentage Amount	Capacity Percentage
City of Owosso	\$181,630	\$230,550
Owosso Township	34,000	93,525
Caledonia Township	16,324	70,905
City of Corunna	33,046	40,020
Total	\$265,000	\$435,000

2.3 Replacement Fund Revenue

The wastewater 599 fund derives its revenue from both the flow percentage and the capacity percentage. Currently, 62% of the Replacement Fund's revenue is brought in based on the capacity allocations while the remaining 38% is brought in based on flow allocations. The chart below demonstrates how much revenue is derived from the flow charge and capacity charge.

TABLE 2-3: REVENUE BY CHARGE CATEGORY



Operating & Maintenance Expenses

3.1 Historical Expenses

Historical expenses are analyzed in the report to help look for trends and to help identify any outlier expenses. Overall, the current year receipts are growing consistent with previous years, with most expenses increasing slightly between FYE 2020/21 and FYE 2021/22.

Table 3-1: Receipt and Disbursement History



*Budget does not include one-time project related expenditures reimbursed by bond proceeds

3.2 Test Year

A test year is a normalized year for operating and maintenance expense and becomes the base year used for forecasting future expenses. Prior year budget actuals are analyzed for trends, outliers, or one-time expenses. Any items of concern were discussed with officials to determine what a particular line-item expense would be in a normal year. Certain adjustments were made to these line items to reflect a normalized year's expense more accurately to be used in the test year before forecasted out into future years.

3.3 Inflation Assumptions

The next step is to increase the test year expenses by an annual inflationary percentage. This is done as it is not reasonable to expect expenses to be the same as they are today over the years forecasted in the report. These annual inflationary increases reflect the increases in costs over time and are used to help estimate what future operating and maintenance expenses will be. The table below summarizes the general inflationary assumptions used in the report.

TABLE 3-3: INFLATION ASSUMPTIONS

Expense Type	Inflation Assumptions
Compensation Related	3.0%
Benefits	3.0%
Operating	2.0%
Maintenance	2.0%
Materials & Utilities	2.0%
Contractual Services	2.0%

Capital Improvement Plan

4.1 Capital Improvement Plan (CIP)

Capital improvements are larger, one-time expenses that are not included in annual operating and maintenance expenses. It is beneficial to look at potential capital improvements well in advance and develop a capital plan to help guide the policy development and to manage rates over time to maintain the system with the most efficient use of funds. The capital improvement plan includes project plans for proactively maintaining the entire system.

The capital improvement plan estimated costs were provided by the City of Owosso with built in inflation and contingency assumptions. A list of capital improvement costs by year is shown in table 4-2.

4.2 CIP Funding

The city currently plans to utilize cash funds as much as possible and utilize debt only when needed to fund the Capital Improvement Plan. The chart below details the city's plans to use cash and debt services to fund capital improvements through 2026/27.

TABLE 4-2: CAPITAL IMPROVEMENT PROJECTS FUNDING SUMMARY

Year	Cash Funded Capital Improvements	Debt Funded Capital Improvements	Total
2021/22	\$60,000	-	\$60,000
2022/23	550,000	\$4,885,000	5,435,000
2023/24	52,500	13,125,000	13,177,500
2024/25	27,563	4,134,375	4,161,938
2025/26	28,941	-	28,941
2026/27	1,610,546	-	1,610,546
Total	\$2,329,549	\$22,144,375	\$24,473,924

Debt Service

5.1 Debt Limitation

The city is subject to the State of Michigan debt limitation of 10% of State Equalized Value (SEV), however, Act 94 of 1933 allows communities to issue bonds secured by the revenues of the system and because the security is system revenues (as opposed to the city's taxing ability) these bonds do not count towards the debt limit. Since the wastewater fund can issue bonds under Act 94 of 1933, the 10% of SEV debt limit is not a concern related to the Wastewater Fund utilizing debt to finance projects.

5.2 Current Debt Service

The city currently has one bond issue that the wastewater fund is contributing towards. The wastewater fund is responsible for 2020 CWSRF JR Lien Revenue Bond Series 2020B. The debt service schedule through 2026/27 is outlined below, and the city's complete debt service schedule is included in Appendix B of this report.

TABLE 5-2: WASTEWATER 599 FUND SCHEDULE OF COMBINED DEBT SERVICE

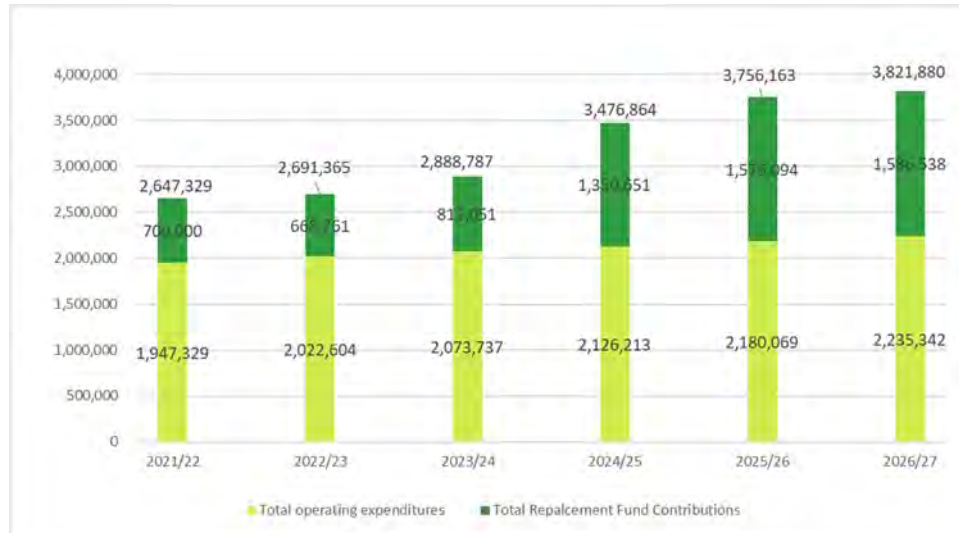
Fiscal Year	Debt Service
2021/22	\$130,200
2022/23	128,400
2023/24	131,550
2024/25	129,650
2025/26	127,750
2026/27	130,800
Total Debt Service	\$778,350

Cash Flow

6.1 Methodology

Contributions to the replacement fund are estimated to double through the forecast period, from \$700,000 to over \$1,500,000 due to the extensive amount of upcoming capital improvements. Detailed below in table 6-2 is the total operating expenditures and the estimated replacement fund contributions through fiscal year 2026/27.

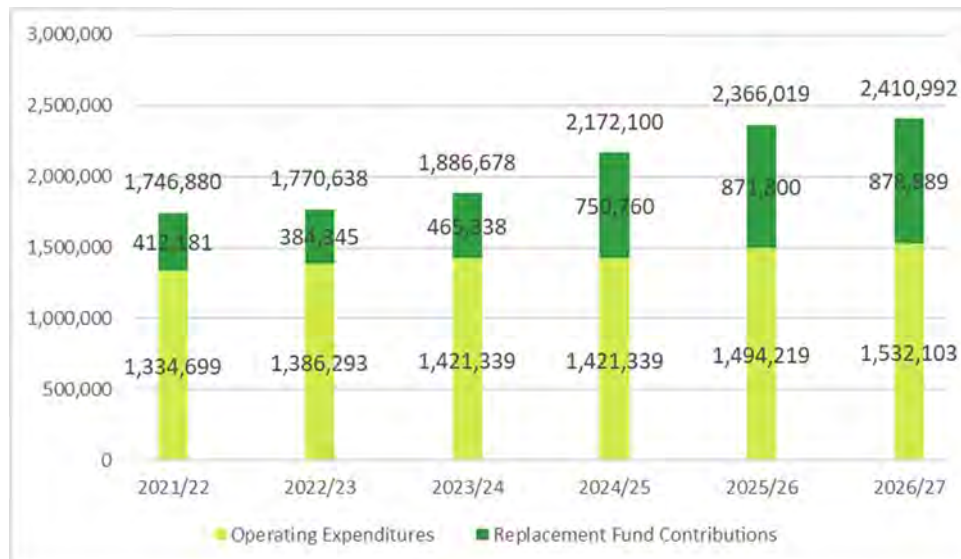
TABLE 6-1: TOTAL WASTEWATER FUND EXPENDITURES AND CONTRIBUTIONS



6.2 City of Owosso Detail

The graph below shows the total estimated contributions to the wastewater fund made by the City of Owosso. The graph breaks out the city's share of operating expenditures and replacement fund contributions.

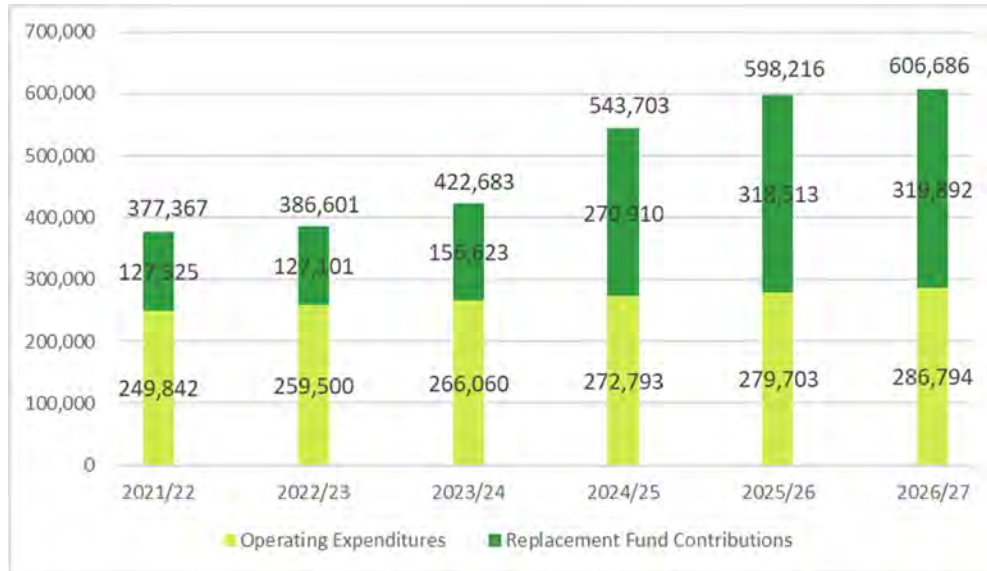
TABLE 6-2: CITY OF OWOSSO EXPENDITURES AND CONTRIBUTIONS



6.3 Owosso Township Detail

The graph below shows the total estimated contributions to the wastewater fund made by Owosso Township. The graph breaks out the township's share of operating expenditures and replacement fund contributions.

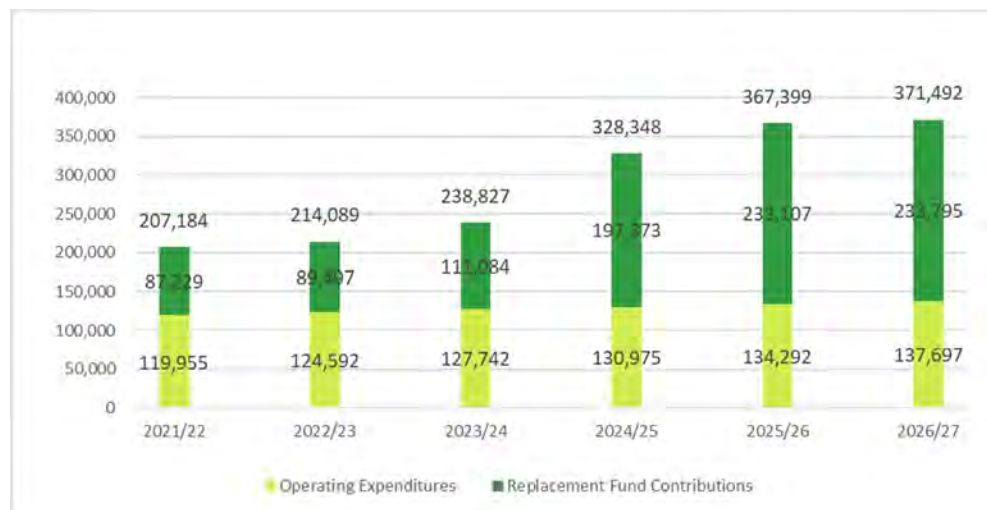
TABLE 6-3: OWOSSO TOWNSHIP EXPENDITURES AND CONTRIBUTIONS



6.4 Caledonia Township Detail

The graph below shows the total estimated contributions to the wastewater fund made by Caledonia Township. The graph breaks out the township's share of operating expenditures and replacement fund contributions.

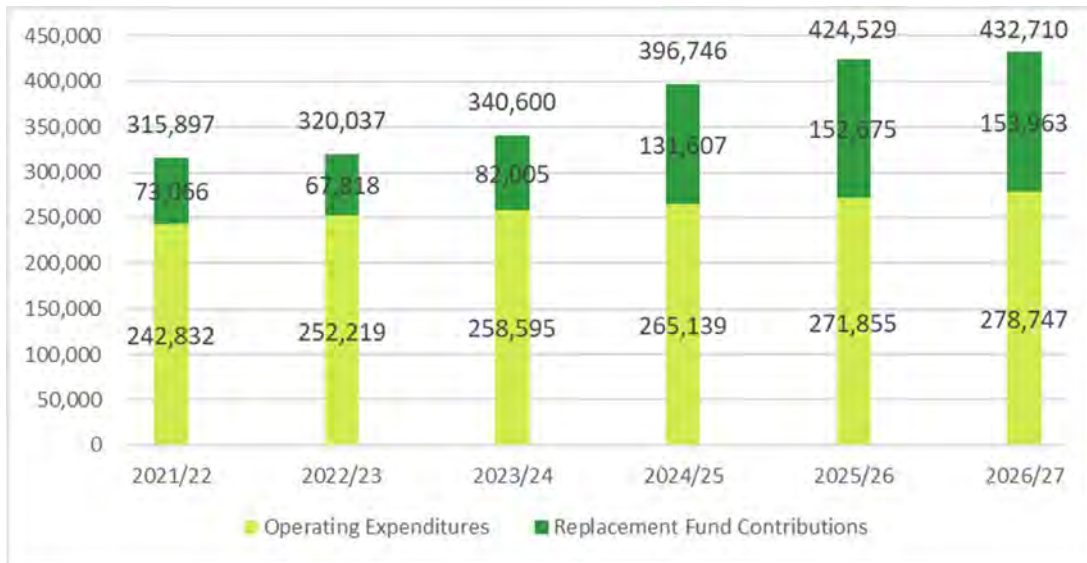
TABLE 6-4: CALEDONIA TOWNSHIP EXPENDITURES AND CONTRIBUTIONS

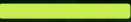


6.5 City of Corunna Detail

The graph below shows the total estimated contributions to the wastewater fund made by the City of Corunna. The graph breaks out the city's share of operating expenditures and replacement fund contributions.

TABLE 6-5: CORUNNA CITY EXPENDITURES AND CONTRIBUTIONS





CITY OF OWOSSO

Appendix A **Comparative Detail
of Operating Expenses**



CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses						
Dept. 548 - Wastewater Operations						
599-548-702.100	Salaries	\$88,074	\$89,439	\$89,735	\$89,735	3.0%
599-548-702.200	Wages	347,113	359,842	390,673	390,673	3.0%
599-548-702.300	Overtime	37,648	30,237	32,500	32,500	3.0%
599-548-702.400	Wages - Temporary	6,379	215	-	-	0.0%
599-548-702.600	Uniforms	4,900	4,900	5,600	5,600	3.0%
599-548-702.800	Accrued Sick Leave	722	564	800	800	3.0%
599-548-703.000	Other Compensation	-	7,000	-	-	0.0%
599-548-715.000	Social Security (FICA)	35,347	36,238	39,863	39,863	3.0%
599-548-716.000	Fringes	15,092	11,984	15,000	15,000	3.0%
599-548-716.100	Health Insurance	108,863	118,259	150,332	150,332	3.0%
599-548-716.150	OPEB Expense	-	-	-	-	0.0%
599-548-716.200	Dental Insurance	4,573	5,100	6,147	6,147	3.0%
599-548-716.300	Optical Insurance	731	781	880	880	3.0%
599-548-716.400	Life Insurance	1,654	2,062	2,296	2,296	3.0%
599-548-716.500	Disability Insurance	3,771	4,079	4,422	4,422	3.0%
599-548-716.600	Physicals	228	246	250	250	3.0%
599-548-717.000	Unemployment Insurance	117	306	25	25	3.0%
599-548-718.000	Retirement	325,470	-	-	-	0.0%
599-548-718.100	Municipal Employees Retirement Program	11,310	110,251	140,601	140,601	3.0%
599-548-718.200	Defined Contribution	12,293	12,796	31,706	31,706	3.0%
599-548-719.000	Workers' Compensation	5,661	4,432	5,900	5,900	3.0%
599-548-728.000	Operating Supplies	17,430	14,040	18,000	18,000	2.0%
599-548-728.100	Supplies	12,419	10,302	14,500	14,500	2.0%
599-548-743.100	Chemicals - Iron	51,515	45,955	48,000	48,000	2.0%
599-548-743.200	Chemicals - Polymer	15,708	23,285	22,000	22,000	2.0%
599-548-743.300	Chemicals - Chlorine	35,395	28,204	42,000	42,000	2.0%
599-548-743.400	Chemicals - Lime	-	-	-	-	0.0%
599-548-751.000	Gas & Oil	6,556	5,535	6,500	6,500	2.0%
599-548-801.000	Professional Services: Administrative	83,154	21,899	110,000	110,000	2.0%
599-548-810.000	Insurance & Bonds	38,047	38,927	40,099	40,099	2.0%
599-548-820.100	Electricity	224,912	224,024	230,000	230,000	2.0%
599-548-820.200	Gas	14,686	13,904	15,000	15,000	2.0%
599-548-820.300	Telephone	2,817	2,701	3,500	3,500	2.0%
599-548-820.400	Water & Sewer	4,418	5,035	5,000	5,000	2.0%
599-548-820.500	Refuse	1,031	1,103	1,100	1,100	2.0%
599-548-831.000	Building Maintenance	10,628	13,321	18,000	18,000	2.0%
599-548-832.000	Stationary Equipment/Permit Fees	5,855	5,760	6,000	6,000	2.0%
599-548-833.000	Equipment Maintenance	59,766	73,836	70,000	70,000	2.0%
599-548-834.000	Maintenance/Residuals Management	172,243	164,973	160,000	160,000	2.0%
599-548-834.100	HHW Program	-	-	5,000	5,000	2.0%
599-548-845.000	Lease	-	-	-	-	0.0%
599-548-856.000	Miscellaneous	-	-	-	-	0.0%
599-548-858.000	Memberships & Dues	438	371	600	600	2.0%
599-548-860.000	Education & Training	1,719	374	3,000	3,000	2.0%
599-548-860.100	Safety Training	126	-	300	300	2.0%
599-548-899.101	GF Contribution	222,048	193,185	212,000	212,000	2.0%
599-548-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
599-548-968.100	Replacement Expense	-	-	-	-	0.0%
Total Dept. 548 Wastewater Operations Expenses		1,990,856	1,685,464	1,947,329	1,947,329	

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

(Continued)


COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses (continued)						
Dept. 901 - Capital Outlay						
599-901-975.000	Col - Building Improvements	-	-	- [2]	-	0.0%
599-901-977.000	Col - Equipment	-	-	- [2]	-	0.0%
599-901-977.100	Col Equipment Interest	-	-	- [2]	-	0.0%
Total Dept. 901 - Capital Outlay Expenses		-	-	-	-	
Dept. 905 - Debt Service						
599-905-980.991	Principal	-	-	- [3]	-	0.0%
599-905-980.995	Interest	-	-	- [3]	-	0.0%
599-905-980.998	Debt Service	-	-	-	-	0.0%
Total Dept. 905 - Debt Service Expenses		-	-	-	-	
Total Operating Expenses - Wastewater Treatment		\$1,990,856	\$1,685,464	\$1,947,329	\$1,947,329	

[1] Depreciation Expense is removed from this report as it is performed on the cash basis.

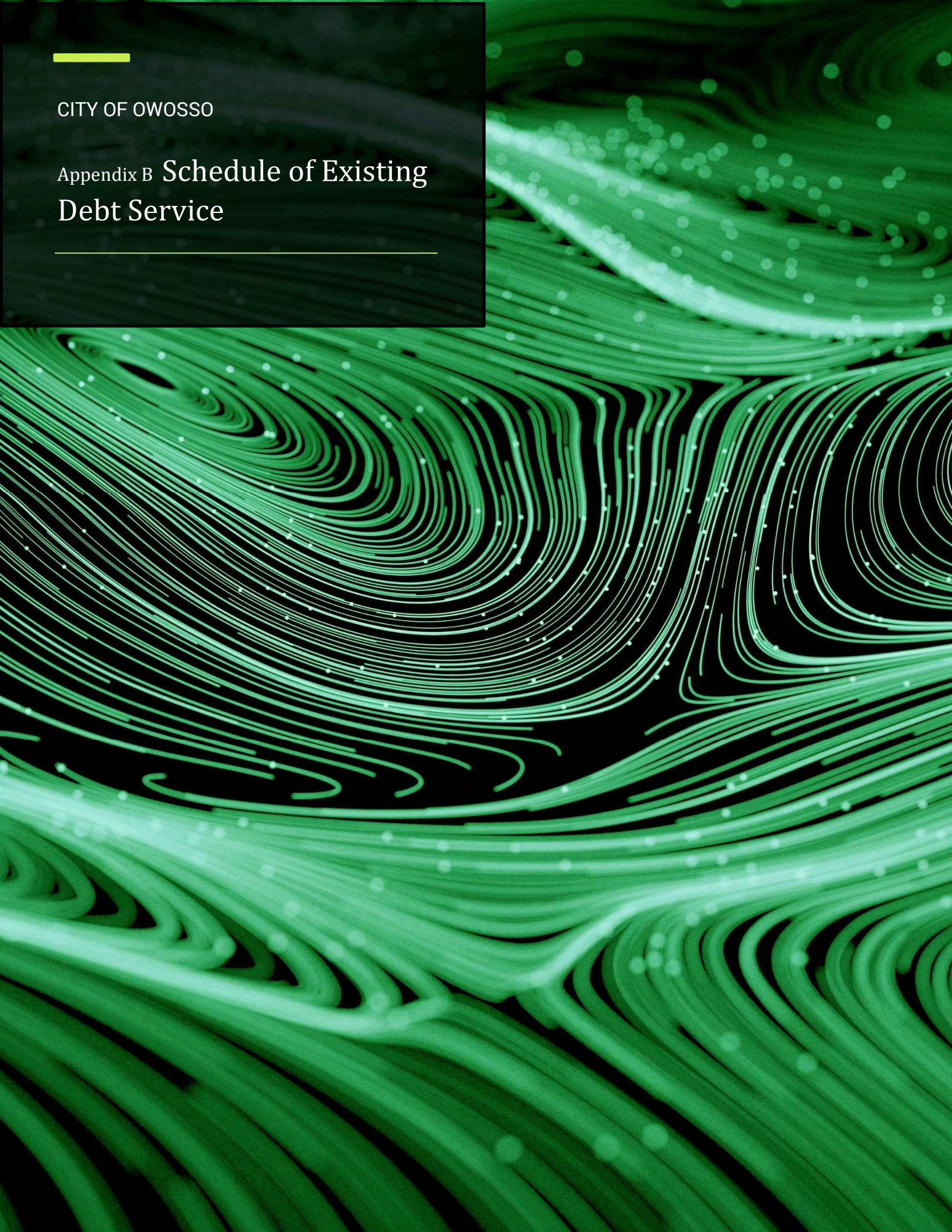
[2] Capital Outlay is removed from this section of the report. This item is discussed later in the report.

[3] Debt Service Principal and Interest are removed from this section of the report. These items are discussed later in the report.



CITY OF OWOSSO

Appendix B Schedule of Existing
Debt Service



CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

SCHEDULE OF AMORTIZATION OF \$2,145,000 PRINCIPAL AMOUNT OUTSTANDING
OF CWSRF JR LIEN REVENUE BONDS, SERIES 2020B

Payment Date	Principal Balance (In Dollars)	Interest Rate (%)	Debt Service			Fiscal Year Total
			Principal	Interest	Total	
			(-----In Dollars-----)			
04/01/22	\$2,055,000			\$20,550.00	\$20,550.00	\$132,000.00
10/01/22	2,055,000	2.00	\$90,000	20,550.00	110,550.00	
04/01/23	1,965,000			19,650.00	19,650.00	130,200.00
10/01/23	1,965,000	2.00	90,000	19,650.00	109,650.00	
04/01/24	1,875,000			18,750.00	18,750.00	128,400.00
10/01/24	1,875,000	2.00	95,000	18,750.00	113,750.00	
04/01/25	1,780,000			17,800.00	17,800.00	131,550.00
10/01/25	1,780,000	2.00	95,000	17,800.00	112,800.00	
04/01/26	1,685,000			16,850.00	16,850.00	129,650.00
10/01/26	1,685,000	2.00	95,000	16,850.00	111,850.00	
04/01/27	1,590,000			15,900.00	15,900.00	127,750.00
10/01/27	1,590,000	2.00	100,000	15,900.00	115,900.00	
04/01/28	1,490,000			14,900.00	14,900.00	130,800.00
10/01/28	1,490,000	2.00	100,000	14,900.00	114,900.00	
04/01/29	1,390,000			13,900.00	13,900.00	128,800.00
10/01/29	1,390,000	2.00	105,000	13,900.00	118,900.00	
04/01/30	1,285,000			12,850.00	12,850.00	131,750.00
10/01/30	1,285,000	2.00	105,000	12,850.00	117,850.00	
04/01/31	1,180,000			11,800.00	11,800.00	129,650.00
10/01/31	1,180,000	2.00	110,000	11,800.00	121,800.00	
04/01/32	1,070,000			10,700.00	10,700.00	132,500.00
10/01/32	1,070,000	2.00	110,000	10,700.00	120,700.00	
04/01/33	960,000			9,600.00	9,600.00	130,300.00
10/01/33	960,000	2.00	110,000	9,600.00	119,600.00	
04/01/34	850,000			8,500.00	8,500.00	128,100.00
10/01/34	850,000	2.00	115,000	8,500.00	123,500.00	
04/01/35	735,000			7,350.00	7,350.00	130,850.00
10/01/35	735,000	2.00	115,000	7,350.00	122,350.00	
04/01/36	620,000			6,200.00	6,200.00	128,550.00
10/01/36	620,000	2.00	120,000	6,200.00	126,200.00	
04/01/37	500,000			5,000.00	5,000.00	131,200.00
10/01/37	500,000	2.00	120,000	5,000.00	125,000.00	
04/01/38	380,000			3,800.00	3,800.00	128,800.00
10/01/38	380,000	2.00	125,000	3,800.00	128,800.00	
04/01/39	255,000			2,550.00	2,550.00	131,350.00
10/01/39	255,000	2.00	125,000	2,550.00	127,550.00	
04/01/40	130,000			1,300.00	1,300.00	128,850.00
10/01/40	130,000	2.00	130,000	1,300.00	131,300.00	131,300.00
	Totals		<u>\$2,145,000</u>	<u>\$457,350.00</u>	<u>\$2,602,350.00</u>	<u>\$2,602,350.00</u>



CITY OF OWOSSO

Appendix C Expenditure Analysis

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

EXPENDITURE ANALYSIS

		<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Total operating expenditures		\$1,947,329	\$2,022,604	\$2,073,737	\$2,126,213	\$2,180,069	\$2,235,342
Add: Replacement fund contributions		700,000	668,761	815,051	1,350,651	1,576,094	1,586,538
Total expenditures and contributions from local units		<u>\$2,647,329</u>	<u>\$2,691,365</u>	<u>\$2,888,787</u>	<u>\$3,476,864</u>	<u>\$3,756,163</u>	<u>\$3,821,880</u>
	<u>Allocation %</u>						
Operating expenditures per local unit:							
Owosso City	68.54%	\$1,334,699	\$1,386,293	\$1,421,339	\$1,457,306	\$1,494,219	\$1,532,103
Owosso Township	12.83%	249,842	259,500	266,060	272,793	279,703	286,794
Caledonia Township	6.16%	119,955	124,592	127,742	130,975	134,292	137,697
Corunna City	12.47%	242,832	252,219	258,595	265,139	271,855	278,747
Total operating expenditures	100.00%	<u>\$1,947,329</u>	<u>\$2,022,604</u>	<u>\$2,073,737</u>	<u>\$2,126,213</u>	<u>\$2,180,069</u>	<u>\$2,235,342</u>
Replacement fund contributions per local unit:							
Owosso City		\$412,181	\$384,345	\$465,338	\$750,760	\$871,800	\$878,889
Owosso Township		127,525	127,101	156,623	270,910	318,513	319,892
Caledonia Township		87,229	89,497	111,084	197,373	233,107	233,795
Corunna City		73,066	67,818	82,005	131,607	152,675	153,963
Total replacement fund contributions		<u>\$700,000</u>	<u>\$668,761</u>	<u>\$815,051</u>	<u>\$1,350,651</u>	<u>\$1,576,094</u>	<u>\$1,586,538</u>
Total expenditures and contributions billed per local unit:							
Owosso City		\$1,746,880	\$1,770,638	\$1,886,678	\$2,208,067	\$2,366,019	\$2,410,992
Owosso Township		377,367	386,601	422,683	543,703	598,216	606,686
Caledonia Township		207,184	214,089	238,827	328,348	367,399	371,492
Corunna City		315,897	320,037	340,600	396,746	424,529	432,710
Total expenditures and contributions billed		<u>\$2,647,329</u>	<u>\$2,691,365</u>	<u>\$2,888,787</u>	<u>\$3,476,864</u>	<u>\$3,756,163</u>	<u>\$3,821,880</u>

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

REPLACEMENT FUND ANALYSIS

	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Beginning balance	\$1,124,971	\$1,632,971	\$1,400,996	\$1,688,784	\$2,011,509	\$2,342,857
Estimated contributions	700,000	668,761	815,051	1,350,651	1,576,094	1,586,538
Funds available	<u>1,824,971</u>	<u>2,301,732</u>	<u>2,216,046</u>	<u>3,039,434</u>	<u>3,587,603</u>	<u>3,929,395</u>
Less: Current debt service payments	(132,000)	(130,200)	(128,400)	(131,550)	(129,650)	(127,750)
Cash-funded capital improvements	(60,000)	(550,000)	(52,500)	(27,563)	(28,941)	(1,610,546)
Estimated debt service #1 2022 SRF Bonds [1]	-	(220,536)	(221,363)	(223,813)	(221,156)	(223,500)
Estimated debt service #2 2023 SRF Bonds [2]	-	-	(125,000)	(610,000)	(610,000)	(610,000)
Estimated debt service #3 2024 SRF Bonds [3]	-	-	-	(35,000)	(255,000)	(255,000)
Ending balance	<u>\$1,124,971</u>	<u>\$1,632,971</u>	<u>\$1,400,996</u>	<u>\$1,688,784</u>	<u>\$2,011,509</u>	<u>\$1,102,599</u>
Annual contribution based on flow percentages [4]	265,000	192,419	214,682	224,682	234,682	244,682
Annual contribution based on capacity percentages	435,000	476,342	600,369	1,125,969	1,341,412	1,341,856
Contributions to fund based on flow percentages:	Allocation %					
Owosso City	68.54%	\$181,631	\$131,884	\$147,143	\$153,997	\$160,851
Owosso Township	12.83%	34,000	24,687	27,544	28,827	30,110
Caledonia Township	6.16%	16,324	11,853	13,224	13,840	14,456
Corunna City	12.47%	33,046	23,995	26,771	28,018	29,265
Total contributions based on flow percentages	<u>100.00%</u>	<u>\$265,000</u>	<u>\$192,419</u>	<u>\$214,682</u>	<u>\$224,682</u>	<u>\$234,682</u>
Contributions to fund based on capacity percentages:						
Owosso City	53.00%	\$230,550	\$252,461	\$318,195	\$596,763	\$710,948
Owosso Township	21.50%	93,525	102,414	129,079	242,083	288,404
Caledonia Township	16.30%	70,905	77,644	97,860	183,533	218,650
Corunna City	9.20%	40,020	43,823	55,234	103,589	123,410
Total contributions based on capacity percentages	<u>100.00%</u>	<u>\$435,000</u>	<u>\$476,342</u>	<u>\$600,369</u>	<u>\$1,125,969</u>	<u>\$1,341,412</u>
Combined contributions by local unit:						
Owosso City		\$412,181	\$384,345	\$465,338	\$750,760	\$871,800
Owosso Township		127,525	127,101	156,623	270,910	318,513
Caledonia Township		87,229	89,497	111,084	197,373	233,107
Corunna City		73,066	67,818	82,005	131,607	152,675
Total combined contributions		<u>\$700,000</u>	<u>\$668,761</u>	<u>\$815,051</u>	<u>\$1,350,651</u>	<u>\$1,576,094</u>

[1] Estimated debt service payments based on a \$4,885,000.00 30-year SRF bond issue at 2.125%.

[2] Estimated debt service payments based on a \$13,125,000 30-year SRF bond issue at 2.250%.

[3] Estimated debt service payments based on a \$4,134,375 20-year SRF bond issue at 2.000%.

[4] Future depreciation expense is impossible to predict and these numbers should be considers estimates until equipment is purchased.

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(------Per Client-----)				
Operating Expenses						
Dept. 200 - Gen Services						
591-200-702.100	Salaries	\$120,347	\$140,797	\$147,892	\$147,892	3.0%
591-200-715.000	Social Security (FICA)	9,330	10,996	11,737	11,737	3.0%
591-200-716.100	Health Insurance	31,850	35,316	45,309	45,309	3.0%
591-200-716.200	Dental Insurance	991	1,373	1,833	1,833	3.0%
591-200-716.300	Optical Insurance	144	183	220	220	3.0%
591-200-716.400	Life Insurance	597	612	668	668	3.0%
591-200-716.500	Disability Insurance	1,393	1,533	1,538	1,538	3.0%
591-200-717.000	Unemployment Insurance	5	67	15	15	3.0%
591-200-718.000	Retirement	-	-	-	-	0.0%
591-200-718.200	Defined Contribution	4,872	5,122	13,100	13,100	3.0%
591-200-719.000	Workers' Compensation	652	-	750	750	3.0%
591-200-728.000	Operating Supplies	2,516	1,355	1,500	1,500	3.0%
591-200-801.000	Professional Services: Administrative	79,334	10,715	20,715	20,715	3.0%
591-200-810.000	Insurance & Bonds	42,809	43,799	45,113	45,113	3.0%
591-200-818.000	Contractual Services	15,379	13,058	16,000	16,000	3.0%
591-200-845.000	Lease	1,593	1,655	1,700	1,700	3.0%
591-200-850.000	Bad Debt Expense	-	-	-	-	0.0%
591-200-856.000	Miscellaneous	17,258	9,220	-	-	0.0%
591-200-860.000	Education & Training	2,737	2,278	3,000	3,000	2.0%
591-200-899.101	GF Contribution	204,734	204,734	238,080	238,080	2.0%
591-200-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 200 - Gen Services Expenses		536,543	482,813	549,170	549,170	
Dept. 552 - Water Underground						
591-552-702.100	Salaries	27,316	27,796	28,705	28,705	3.0%
591-552-702.200	Wages	124,636	150,100	152,265	152,265	3.0%
591-552-702.600	Uniforms	-	-	3,500	3,500	3.0%
591-552-702.800	Accrued Sick Leave	794	405	-	-	0.0%
591-552-703.000	Other Compensation	59,312	45,910	45,000	45,000	3.0%
591-552-715.000	Social Security (FICA)	18,493	20,960	18,988	18,988	3.0%
591-552-716.000	Fringes	(23,920)	(32,747)	(25,000)	(25,000)	3.0%
591-552-716.100	Health Insurance	65,491	72,148	75,371	75,371	3.0%
591-552-716.200	Dental Insurance	2,588	3,195	3,597	3,597	3.0%
591-552-716.300	Optical Insurance	381	481	446	446	3.0%
591-552-716.400	Life Insurance	794	1,188	1,198	1,198	3.0%
591-552-716.500	Disability Insurance	1,547	1,730	2,086	2,086	3.0%
591-552-717.000	Unemployment Insurance	73	177	25	25	3.0%
591-552-718.000	Retirement	57,708	-	-	-	0.0%
591-552-718.100	Municipal Employees Retirement Program	-	46,906	61,268	61,268	3.0%
591-552-718.200	Defined Contribution	6,251	7,281	15,098	15,098	3.0%
591-552-719.000	Worker's Compensation	7,852	4,748	8,100	8,100	3.0%
591-552-728.000	Operating Supplies	4,677	4,616	11,000	11,000	2.0%
591-552-751.000	Gas & Oil	12,197	18,564	16,000	16,000	2.0%
591-552-818.000	Contractual Services	16,035	267,021	50,000	50,000	2.0%
591-552-820.100	Electricity	2,353	2,828	3,000	3,000	2.0%
591-552-820.200	Gas	3,249	3,494	4,000	4,000	2.0%
591-552-820.300	Telephone	2,461	2,352	3,000	3,000	2.0%
591-552-833.000	Equipment Maintenance	1,700	1,225	1,500	1,500	2.0%
591-552-833.200	Equipment Maint - Hydrants & Mains	22,125	32,636	40,000	40,000	2.0%
591-552-833.300	Equipment Maint - Meter & Serv	18,523	20,733	18,000	18,000	2.0%
591-552-843.000	Equipment Rental	98,901	152,600	120,000	120,000	2.0%
591-552-860.000	Education & Training	2,310	2,407	3,000	3,000	2.0%
591-552-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 552 - Water Underground Expenses		533,846	858,753	660,147	660,147	

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

(Continued)

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(------Per Client-----)				
Operating Expenses (Continued)						
Dept. 553 - Water Filtration						
591-553-702.100	Salaries	71,985	71,485	76,112	76,112	3.0%
591-553-702.200	Wages	234,114	262,802	318,703	318,703	3.0%
591-553-702.300	Overtime	34,480	35,041	38,500	38,500	3.0%
591-553-702.400	Wages - Temporary	16,248	1,351	5,019	5,019	3.0%
591-553-702.600	Uniforms	2,800	3,500	4,900	4,900	3.0%
591-553-702.800	Accrued Sick Leave	-	-	-	-	0.0%
591-553-703.000	Other Compensation	-	7,000	-	-	0.0%
591-553-715.000	Social Security (FICA)	27,552	28,911	30,259	30,259	3.0%
591-553-716.000	Fringes	1,768	2,620	3,000	3,000	3.0%
591-553-716.100	Health Insurance	69,821	77,474	97,500	97,500	3.0%
591-553-716.200	Dental Insurance	3,045	3,556	4,214	4,214	3.0%
591-553-716.300	Optical Insurance	443	482	524	524	3.0%
591-553-716.400	Life Insurance	1,326	1,765	1,993	1,993	3.0%
591-553-716.500	Disability Insurance	2,470	2,924	3,703	3,703	3.0%
591-553-717.000	Unemployment Insurance	107	273	25	25	3.0%
591-553-718.000	Retirement	321,441	-	-	-	0.0%
591-553-718.100	Municipal Employees Retirement Program	-	23,534	28,398	28,398	3.0%
591-553-718.200	Defined Contribution	11,594	13,086	33,594	33,594	3.0%
591-553-719.000	Workers' Compensation	7,512	5,051	8,000	8,000	3.0%
591-553-728.000	Operating Supplies	4,952	5,474	6,000	6,000	2.0%
591-553-728.100	Lab Supplies	21,732	20,093	34,640	34,640	2.0%
591-553-743.000	Chemicals	149,493	173,907	157,000	157,000	2.0%
591-553-751.000	Gas & Oil	1,817	1,456	2,000	2,000	2.0%
591-553-818.000	Contractual Services	22,966	68,188	54,000	54,000	2.0%
591-553-820.100	Electricity	139,243	166,933	152,500	152,500	2.0%
591-553-820.200	Gas & Oil	5,497	4,679	6,000	6,000	2.0%
591-553-820.300	Telephone	4,327	5,205	8,160	8,160	2.0%
591-553-820.500	Refuse	397	535	700	700	2.0%
591-553-831.000	Building Maintenance	8,095	11,515	10,000	10,000	2.0%
591-553-832.000	Stationary Equipment	-	-	-	-	0.0%
591-553-833.000	Equipment Maintenance	20,784	19,563	40,000	40,000	2.0%
591-553-833.100	Equip Maint - Wells	24,914	43,270	20,000	20,000	2.0%
591-553-834.000	Maintenance	121,240	75,806	110,000	110,000	2.0%
591-553-860.000	Education & Training	1,952	1,838	4,000	4,000	2.0%
591-553-968.000	Depreciation Expense	-	-	- [1]	-	0.0%
Total Dept. 553 - Water Filtration Expenses		1,334,113	1,139,317	1,259,444	1,259,444	
Dept. 901 - Capital Outlay						
591-901-972.000	Mains & Hydrants	-	-	- [2]	-	0.0%
591-901-972.100	Col - Service Lines	-	-	- [2]	-	0.0%
591-901-972.200	Col-Water Storage	-	-	- [2]	-	0.0%
591-901-977.000	Col - Equipment	-	-	- [2]	-	0.0%
591-901-983.000	Leased Assets	-	-	- [2]	-	0.0%
Total Dept. 901 - Capital Outlay Expenses		-	-	-	-	
Dept. 905 - Debt Service						
591-905-980.991	Principal	-	-	- [3]	-	0.0%
591-905-980.995	Interest	-	-	- [3]	-	0.0%
Total Dept. 905 - Debt Service Expenses		-	-	-	-	
Total Operating Expenses		\$2,404,502	\$2,480,883	\$2,468,761	\$2,468,761	

[1] Depreciation Expense is removed from this report as it is performed on the cash basis.

[2] Capital Outlay is removed from this section of the report. This item is discussed later in the report.

[3] Debt Service Principal and Interest are removed from this section of the report. These items are discussed later in the report.

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

SCHEDULE OF COMBINED DEBT SERVICE

<u>Fiscal Year Ended</u>	<u>2012 Rev Ref Bds</u>	<u>2017 IPA</u>	<u>2020 DWSRF Bonds</u>	<u>Total</u>
2022	\$498,537.50	\$150,919.00	\$193,100.00	\$842,556.50
2023	513,206.25	150,919.00	195,450.00	859,575.25
2024		150,919.00	197,700.00	348,619.00
2025		150,919.00	194,900.00	345,819.00
2026		150,919.00	197,050.00	347,969.00
2027		150,919.00	194,150.00	345,069.00
2028		150,919.00	196,200.00	347,119.00
2029		150,919.00	193,200.00	344,119.00
2030		150,919.00	195,150.00	346,069.00
2031		150,919.00	197,000.00	347,919.00
2032			193,800.00	193,800.00
2033			195,550.00	195,550.00
2034			197,200.00	197,200.00
2035			193,800.00	193,800.00
2036			195,350.00	195,350.00
2037			196,800.00	196,800.00
2038			193,200.00	193,200.00
2039			194,550.00	194,550.00
2040			195,800.00	195,800.00
2041			196,950.00	196,950.00
Totals	<u>\$1,011,743.75</u>	<u>\$1,509,190.00</u>	<u>\$3,906,900.00</u>	<u>\$6,427,833.75</u>

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

SCHEDULE OF ESTIMATED CAPITAL IMPROVEMENTS

Category	Project #	Capital Improvement	Funding Source	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Totals
IT	3	Water Meter Customer Portal	Water Fund	\$19,000	\$19,000	\$23,750	\$24,938	\$26,184	\$27,494	\$28,868	\$169,234
Public Service	6	Cedar Street Rehabilitation - Phase 1	Bond, SAD, Water Fund	591,000 [1]							591,000
Public Service	7	Cedar Street Rehabilitation - Phase 2	Bond, SAD, Water Fund				1,417,500 [3]				1,417,500
Public Service	8	Center Street Rehabilitation - King St to 132 ft north of Alturas	Bond, SAD, Water Fund				371,700 [3]				371,700
Public Service	9	Center Street Resurfacing - Alturas Drive to North	Bond, SAD, Water Fund				557,288 [3]				557,288
Public Service	30	North Street Rehabilitation - Hickory to Gould	Bond, SAD, Water Fund	1,899,000 [1]							1,899,000
Public Service		Lee Street Rehabilitation - Clark to Ada	Bond, SAD, Water Fund		148,500						148,500
Public Service		Jerome Street Rehabilitation - Hickory to Oakwood	Bond, SAD, Water Fund		69,300						69,300
Public Service		North Street Rehabilitation - Shiawassee to Hickory	Bond, SAD, Water Fund			750,750					750,750
Public Service		N. Chipman Street Rehabilitation - Main to Beehler	Bond, SAD, Water Fund			255,255					255,255
Public Service		Stewart Street Rehabilitation - Shiawassee to Washington	Bond, SAD, Water Fund				442,654				442,654
Public Service		N. Gould Street Rehabilitation - Moore to North	Bond, SAD, Water Fund					432,952			432,952
Public Service	40	Street Patch	Act 51, Water, Sewer	59,997	60,001	75,001	78,751	82,688	86,823	91,164	534,423
Public Service	41	Water Main Replacement - 2020 - Construction Misc Other	Water Fund	1,716,800							1,716,800
Public Service	42	Water Main Replacement - 2022 - Construction Misc Other	DWRF, Water Fund			987,228 [2]					987,228
Public Service	43	Water Main Replacement - 2023 - Construction Misc Other	DWRF, Water Fund				1,462,913 [3]				1,462,913
Public Service	44	Water Main Replacement - 2024 - Construction Misc Other	DWRF, Water Fund					3,293,719 [3]			3,293,719
Public Service	45	Water Main Replacement - 2025 - Construction Misc Other	DWRF, Water Fund						3,587,190 [4]		3,587,190
Public Works	24	WACHS Valve Turner	Water Fund	32,095							32,095
WTP	1	16" High Service Pipe	DWRF, Water Fund	479,000 [1]							479,000
WTP	2	Chlorine Distribution Tanks	Water Fund					55,125			55,125
WTP	3	CO2 Distribution System Rehab	Water Fund				131,250				131,250
WTP	4	Filter BW Pump (2),VFD, Controls	DWRF, Water Fund	460,000 [1]							460,000
WTP	5	Fluoride Distribution System	Water Fund					37,209			37,209
WTP	6	Hintz Well Phase II	Water Fund, Grant		92,500	115,625					208,125
WTP	7	Induced Draft Aerator Rehab	Water Fund				52,500				52,500
WTP	8	Lagoon Security Fence	Water Fund		40,400						40,400
WTP	9	No. 1 HS Pump and Controls	Water Fund	52,000							52,000
WTP	10	SCADA Controls	DWRF, Water Fund				163,078	306,977	172,558	444,040	1,086,654
WTP	11 & 12	Standpipe & Booster Pump Station Rehab	DWRF, Water Fund			1,625,895 [2]					1,625,895
WTP		West Elevated Tower Rehab									
WTP	13	Palmer No 3 Well Rehab	Water Fund		195,900						195,900
WTP	14	Juniper St Well - New Well Construction	Water Fund			281,250					281,250
WTP	15	Water Treatment Plant Well No. 1 Rehab	Water Fund		40,000						40,000
WTP	16	Backwash Lagoon No. 2 - New Lagoon	Water Fund				91,875				91,875
WTP	17	Backwash Lagoon No. 1 Rehab	Water Fund				32,813				32,813
WTP	18	Water Treatment Plant Main Power Transfer Switch Replacemer	Water Fund		35,000						35,000
WTP	19	Portable Generator	Water Fund		55,000						55,000
Public Service		Lead and Copper Rule Compliance	DWRF, Water Fund			3,225,375 [2]			1,250,000 [4]	1,312,500 [4]	5,787,875
Subtotals				5,308,892	755,601	7,340,129	4,827,258	4,234,855	5,124,065	1,876,572	29,467,370
Less: 2020 DWRF Junior Lien Bond Issue [1]				(3,592,078)							(3,592,078)
Less: Proposed 2022 DWRF Bond Issues [2]						(4,345,000) *					(4,345,000)
Less: Proposed 2023 DWRF Bond Issue [3]							(3,809,400)	(3,293,719)			(7,103,119)
Less: Proposed 2025 DWRF Bond Issue [4]									(4,837,190)	(1,312,500)	(6,149,690)
Less: Contributions from other funds						(612,000) **					(612,000)
Total cash funded capital improvements				<u>\$1,716,814</u>	<u>\$755,601</u>	<u>\$2,383,129</u>	<u>\$1,017,858</u>	<u>\$941,136</u>	<u>\$286,875</u>	<u>\$564,072</u>	<u>7,665,483</u>
										Divided by: 7 years	<u>7</u>
										Average annual cash funded capital improvements	<u>\$1,095,069</u>

Note: Due to discussions with the working group and current/anticipated construction conditions, these capital improvement estimates were increased by 25% plus 5% per year starting in 2023/24.

* 2022 DWRF Bonds is estimated to be \$715,540 loan and \$3,629,460 principal forgiveness per the "DWSRF Final Project Priority List FY 2022"

** General Fund payoff of Brownfield TIF arrangement

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

CASH FLOW ANALYSIS - WITH ARPA FUNDING

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		One Time		Increases				
Inside City:		Increase		Per Year				
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Demand charge - quarter	\$39.00	\$2.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80	\$46.15
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Capital charge - quarter	\$25.00	\$2.00	\$27.00	3.00%	\$27.81	\$28.64	\$29.50	\$30.39
Volume sold - annual ccf	457,431		457,431		457,431	457,431	457,431	457,431
Commodity charge - ccf	\$2.50	\$0.65	\$3.15	3.00%	\$3.24	\$3.34	\$3.44	\$3.55
Outside City:								
Meter equivalent units billed	1,179		1,179		1,179	1,179	1,179	1,179
Demand charge - quarter	\$78.00	\$4.00	\$82.00	3.00%	\$84.46	\$86.99	\$89.60	\$92.29
Volume sold - annual ccf	87,680		87,680		87,680	87,680	87,680	87,680
Commodity charge - ccf	\$5.00	\$1.30	\$6.30	3.00%	\$6.49	\$6.68	\$6.88	\$7.09
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$109.00</i>		<i>\$124.70</i>		<i>\$128.44</i>	<i>\$132.29</i>	<i>\$136.26</i>	<i>\$140.35</i>
Revenues								
Demand charge	\$1,450,176		\$1,524,544		\$1,570,280	\$1,617,389	\$1,665,910	\$1,715,888
Capital Charge	693,800		749,304		771,783	794,937	818,785	843,348
Commodity charge	1,581,978		1,993,292		2,053,090	2,114,683	2,178,124	2,243,467
Penalties	42,000		42,000		42,000	42,000	42,000	42,000
Permits and inspection fees	20,000		20,000		20,000	20,000	20,000	20,000
Hydrant rental	24,000		24,000		24,000	24,000	24,000	24,000
Other	21,200		21,200		21,200	21,200	21,200	21,200
Total revenues	3,833,154		4,374,340		4,502,354	4,634,208	4,770,019	4,909,903
Less: Total operating expenditures	(2,468,761) [1]		(2,531,668)		(2,596,239)	(2,662,520)	(2,730,557)	(2,800,398)
Outside City revenues remitted back to Township	(201,562)		(234,774)		(241,817)	(249,072)	(256,544)	(264,240)
Net operating revenue	1,162,831		1,607,898		1,664,297	1,722,617	1,782,918	1,845,265
Add: ARPA Grant Funding	-		750,000		-	-	-	-
Less: Current debt service payments	(842,557)		(859,575)		(348,619)	(345,819)	(347,969)	(345,069)
Estimated cash-funded capital improvements	(755,601)		(2,383,129)		(1,017,858)	(941,136)	(286,875)	(564,072)
Estimated debt service #1 - 2022 DWRf Bonds [2]	-		(6,000)		(45,000)	(45,000)	(45,000)	(45,000)
Estimated debt service #2 - 2023 DWRf Bonds [3]	-		-		(50,000)	(350,000)	(350,000)	(350,000)
Estimated debt service #3 - 2025 DWRf Bonds [4]	-		-		-	-	(45,000)	(305,000)
Net cash flow	(\$435,327)		(\$890,806)		\$202,821	\$40,662	\$708,074	\$236,124
<i>Cash & investments</i>	<i>\$1,841,683</i>	<i>\$1,406,357</i>	<i>\$515,550</i>		<i>\$718,371</i>	<i>\$759,033</i>	<i>\$1,467,108</i>	<i>\$1,703,232</i>

[1] Operating expenditures do not include project related expenditures relating to the 2022 DWRf Bonds.

[2] Estimated debt service payments based on a \$4,345,000 20-year DWRf bond issue at 1.875%. Assumes \$715,540 loan and \$3,629,460 principal forgiveness per EGLE.

[3] Estimated debt service payments based on a \$7,103,119 20-year DWRf bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

[4] Estimated debt service payments based on a \$6,149,690 20-year DWRf bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

CITY OF OWOSSO (MICHIGAN) WATER SUPPLY SYSTEM FUND

CASH FLOW ANALYSIS - WITH GENERAL FUND LOAN

	2021/22		2022/23		2023/24	2024/25	2025/26	2026/27
Assumptions		One Time		Increases				
Inside City:		Increase		Per Year				
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Demand charge - quarter	\$39.00	\$2.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80	\$46.15
Meter equivalent units billed	6,938		6,938		6,938	6,938	6,938	6,938
Capital charge - quarter	\$25.00	\$2.00	\$27.00	3.00%	\$27.81	\$28.64	\$29.50	\$30.39
Volume sold - annual ccf	457,431		457,431		457,431	457,431	457,431	457,431
Commodity charge - ccf	\$2.50	\$0.85	\$3.35	3.00%	\$3.45	\$3.55	\$3.66	\$3.77
Outside City:								
Meter equivalent units billed	1,179		1,179		1,179	1,179	1,179	1,179
Demand charge - quarter	\$78.00	\$4.00	\$82.00	3.00%	\$84.46	\$86.99	\$89.60	\$92.29
Volume sold - annual ccf	87,680		87,680		87,680	87,680	87,680	87,680
Commodity charge - ccf	\$5.00	\$1.70	\$6.70	3.00%	\$6.90	\$7.11	\$7.32	\$7.54
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	<i>\$109.00</i>		<i>\$128.30</i>		<i>\$132.15</i>	<i>\$136.11</i>	<i>\$140.20</i>	<i>\$144.40</i>
Revenues								
Demand charge	\$1,450,176		\$1,524,544		\$1,570,280	\$1,617,389	\$1,665,910	\$1,715,888
Capital Charge	693,800		749,304		771,783	794,937	818,785	843,348
Commodity charge	1,581,978		2,119,850		2,183,445	2,248,949	2,316,417	2,385,910
Penalties	42,000		42,000		42,000	42,000	42,000	42,000
Permits and inspection fees	20,000		20,000		20,000	20,000	20,000	20,000
Hydrant rental	24,000		24,000		24,000	24,000	24,000	24,000
Other	21,200		21,200		21,200	21,200	21,200	21,200
Total revenues	3,833,154		4,500,898		4,632,709	4,768,474	4,908,312	5,052,346
Less: Total operating expenditures	(2,468,761) [1]		(2,531,668)		(2,596,239)	(2,662,520)	(2,730,557)	(2,800,398)
Outside City revenues remitted back to the Township	(201,562)		(243,542)		(250,848)	(258,374)	(266,125)	(274,109)
Net operating revenue	1,162,831		1,725,688		1,785,621	1,847,581	1,911,631	1,977,839
Add: General Fund loan and repayment [2]	-		750,000		(159,119)	(159,119)	(159,119)	(159,119)
Less: Current debt service payments	(842,557)		(859,575)		(348,619)	(345,819)	(347,969)	(345,069)
Estimated cash-funded capital improvements	(755,601)		(2,383,129)		(1,017,858)	(941,136)	(286,875)	(564,072)
Estimated debt service #1 - 2022 DWRf Bonds [3]	-		(6,000)		(45,000)	(45,000)	(45,000)	(45,000)
Estimated debt service #2 - 2023 DWRf Bonds [4]	-		-		(50,000)	(350,000)	(350,000)	(350,000)
Estimated debt service #3 - 2025 DWRf Bonds [5]	-		-		-	-	(45,000)	(305,000)
Net cash flow	(\$435,327)		(\$773,016)		\$165,026	\$6,506	\$677,668	\$209,579
Cash & investments	\$1,841,683	\$1,406,357	\$633,341		\$798,366	\$804,873	\$1,482,541	\$1,692,120

[1] Operating expenditures do not include project related expenditures relating to the 2022 DWRf Bonds.

[2] Assumes \$750,000 loan at 2%, paid back over five years.

[3] Estimated debt service payments based on a \$4,345,000 20-year DWRf bond issue at 1.875%. Assumes \$715,540 loan and \$3,629,460 principal forgiveness per EGLE.

[4] Estimated debt service payments based on a \$7,103,119 20-year DWRf bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

[5] Estimated debt service payments based on a \$6,149,690 20-year DWRf bond issue at 2.000%. Assumes 20% principal forgiveness in line with average current program expectations.

FUND 590

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses						
Dept. 200 - Gen Services						
590-200-702.100	Salaries	\$91,970	\$94,868	\$101,883	\$101,883	3.0%
590-200-702.400	Wages - Temporary	-	-	-	-	0.0%
590-200-702.800	Accrued Sick Leave	-	-	-	-	0.0%
590-200-715.000	Social Security (FICA)	6,972	7,346	8,091	8,091	3.0%
590-200-716.100	Health Insurance	24,082	28,764	34,101	34,101	3.0%
590-200-716.150	OPEB Expense	-	-	-	-	3.0%
590-200-716.200	Dental Insurance	805	1,006	1,309	1,309	3.0%
590-200-716.300	Optical Insurance	120	137	155	155	3.0%
590-200-716.400	Life Insurance	455	432	460	460	3.0%
590-200-716.500	Disability Insurance	1,088	1,071	1,057	1,057	3.0%
590-200-717.000	Unemployment Insurance	-	-	-	-	0.0%
590-200-718.000	Retirement	-	-	-	-	0.0%
590-200-718.200	Defined Contribution	3,635	3,476	9,075	9,075	3.0%
590-200-719.000	Workers' Compensation	532	550	550	550	3.0%
590-200-728.000	Operating Supplies	457	742	1,000	1,000	2.0%
590-200-801.000	Professional Services: Administrative	49,033	3,841	14,000	14,000	2.0%
590-200-810.000	Insurance & Bonds	9,956	10,186	10,492	10,492	2.0%
590-200-818.000	Contractual Services	10,544	8,340	13,000	13,000	2.0%
590-200-845.000	Lease	-	-	-	-	0.0%
590-200-850.000	Bad Debt Expense	-	-	-	-	0.0%
590-200-856.000	Miscellaneous	-	-	-	-	0.0%
590-200-860.000	Education & Training	279	38	1,000	1,000	2.0%
590-200-890.100	Debt Service & Capital	-	-	-	-	0.0%
590-200-890.200	Operation & Maintenance	1,149,044	1,227,263	1,186,750	1,186,750	[1]
590-200-890.300	Replacement	238,884	349,133	411,110	411,110	[1]
590-200-899.101	GF Contribution	88,155	88,155	102,500	102,500	2.0%
590-200-968.000	Depreciation Expense	-	-	-	[2]	0.0%
590-200-999.661	Contribution-Fleet Maintenance	-	-	-	-	0.0%
Total Dept. 200 - Gen Services Expenses		1,676,010	1,825,347	1,896,533	1,896,533	
Dept. 549 - Sewer Operations						
590-549-702.100	Salaries	-	-	-	-	0.0%
590-549-702.200	Wages	34,161	26,745	34,400	34,400	3.0%
590-549-702.300	Overtime	3,134	4,855	5,000	5,000	3.0%
590-549-702.400	Wages - Temporary	-	-	-	-	0.0%
590-549-702.600	Uniforms	-	-	-	-	0.0%
590-549-702.800	Accrued Sick Leave	-	-	-	-	0.0%
590-549-703.000	Other Compensation	15,150	11,522	12,000	12,000	3.0%
590-549-715.000	Social Security (FICA)	6,889	5,999	6,720	6,720	3.0%
590-549-716.000	Fringes	(28,631)	(23,484)	(15,000)	(15,000)	0.0%
590-549-716.100	Health Insurance	17,228	14,278	18,253	18,253	3.0%
590-549-716.200	Dental Insurance	427	466	489	489	3.0%
590-549-716.300	Optical Insurance	120	100	120	120	3.0%
590-549-716.400	Life Insurance	277	330	396	396	3.0%
590-549-716.500	Disability Insurance	433	289	438	438	3.0%
590-549-717.000	Unemployment Insurance	11	70	25	25	3.0%
590-549-718.000	Retirement	101,885	-	-	-	0.0%
590-549-718.100	Municipal Employees Retirement Program	-	22,836	27,510	27,510	3.0%
590-549-718.200	Defined Contribution	1,721	1,171	3,681	3,681	3.0%
590-549-719.000	Workers' Compensation	1,012	1,025	1,225	1,225	3.0%
590-549-728.000	Operating Supplies	2,089	1,516	4,500	4,500	2.0%
590-549-751.000	Gas & Oil	3,388	2,553	5,500	5,500	2.0%
590-549-818.000	Contractual Services	60,298	36,913	97,920	97,920	2.0%

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

(Continued)

COMPARATIVE DETAIL OF OPERATING EXPENSES

		Fiscal Year Ended			Test Year	Multiplier
		6/30/2020	6/30/2021	6/30/2022		
		(-----Per Client-----)				
Operating Expenses (Continued)						
Dept. 549 - Sewer Operations (Continued)						
590-549-833.000	Equipment Maintenance	-	-	1,500	1,500	2.0%
590-549-833.200	Sewer Repair	4,465	-	5,000	5,000	2.0%
590-549-833.300	Service Line Repair Separation-SSO	-	-	-	-	0.0%
590-549-836.000	Lift Station Maintenance	10,966	23,419	12,000	12,000	2.0%
590-549-836.100	Lift Station Utilities	3,222	3,695	4,000	4,000	2.0%
590-549-843.000	Equipment Rental	22,706	13,697	25,000	25,000	2.0%
590-549-860.000	Education & Training	905	40	1,000	1,000	2.0%
Total Dept. 549 Sewer Operations Expenses		261,854	148,033	251,677	251,677	
Dept. 901 - Capital Outlay						
590-901-971.000	Land	-	-	- [3]	-	0.0%
590-901-973.000	Capital Outlay - Sewers	-	-	- [3]	-	0.0%
590-901-975.000	Col - Building Improvements	-	-	- [3]	-	0.0%
590-901-977.000	Col - Equipment	-	-	- [3]	-	0.0%
590-901-977.100	Col Equipment Interest	-	-	- [3]	-	0.0%
590-901-979.000	Col-Lift Stations	-	-	- [3]	-	0.0%
Total Dept. 901 - Capital Outlay Expenses		-	-	-	-	
Dept. 905 - Debt Service						
590-905-980.991	Principal	-	-	- [4]	-	0.0%
590-905-980.995	Interest	-	-	- [4]	-	0.0%
Total Dept. 905 - Debt Service Expenses		-	-	-	-	
Total Operating Expenses - Sewage Disposal		\$1,937,865	\$1,973,381	\$2,148,210	\$2,148,210	

[1] Operations & Maintenance and Replacement projections taken from fund 599 cash flow analysis.

[2] Depreciation Expense is removed from this report as it is performed on the cash basis.

[3] Capital Outlay is removed from this section of the report. These items are discussed later in the report.

[4] Debt Service Principal and Interest are removed from this section of the report. These items are discussed later in the report.

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590**SCHEDULE OF COMBINED DEBT SERVICE**

Fiscal Year Ended	2009 CWSRF Bonds	2020A CWSRF Bonds	Total
2022	\$53,794.66	\$80,150.00	\$133,944.66
2023	57,669.66	79,050.00	136,719.66
2024	56,419.66	77,950.00	134,369.66
2025	55,169.66	76,850.00	132,019.66
2026	53,919.66	75,750.00	129,669.66
2027	57,669.66	79,600.00	137,269.66
2028	53,080.66	78,400.00	131,480.66
2029		77,200.00	77,200.00
2030		76,000.00	76,000.00
2031		79,750.00	79,750.00
2032		78,450.00	78,450.00
2033		77,150.00	77,150.00
2034		75,850.00	75,850.00
2035		79,500.00	79,500.00
2036		78,100.00	78,100.00
2037		76,700.00	76,700.00
2038		80,250.00	80,250.00
2039		78,750.00	78,750.00
2040		77,250.00	77,250.00
2041		75,750.00	75,750.00
Totals	\$387,723.62	\$1,558,450.00	\$1,946,173.62

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

SCHEDULE OF ESTIMATED CAPITAL IMPROVEMENTS

<u>Category</u>	<u>Project #</u>	<u>Capital Improvement</u>	<u>Funding Source</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>Totals</u>
Public Service	34	Sanitary Sewer Interceptor	Wastewater			275,000					\$275,000
Public Service	35	Sewer Rehab-St. Construction	Wastewater	1,400,000 [1]							1,400,000
Public Service	40	Street Patch	Act 51, Water, Sewer	85,710	85,715	9,000	9,450	9,923	10,419	10,940	221,156
Public Service		Infiltration & Inflow Corrections (televising, root cutting, pipe linings, spot repairs, smoke testing, etc.)	Wastewater			250,000	262,500	275,625	289,406	303,877	1,381,408
Subtotals				1,485,710	85,715	534,000	271,950	285,548	299,825	314,816	3,277,564
Less: 2020A SRF Bond Issue [1]				(1,400,000)	-	-	-	-	-	-	(1,400,000)
Total cash funded capital improvements				<u>\$85,710</u>	<u>\$85,715</u>	<u>\$534,000</u>	<u>\$271,950</u>	<u>\$285,548</u>	<u>\$299,825</u>	<u>\$314,816</u>	1,877,564
										Divided by: 7 years	7
										Average annual cash funded capital improvements	<u>\$268,223</u>

Due to discussions with the working group and current/anticipated construction conditions, these capital improvement estimates were increased by 25% plus 5% per year starting in 2023/24.

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

CASH FLOW ANALYSIS - ONE-TIME PLUS INFLATIONARY INCREASES - SCENARIO 1

	<u>2021/22</u>		<u>2022/23</u>		<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		One Time		Increases				
Meter equivalent units billed	6,862	Increase	6,862	Per Year	6,862	6,862	6,862	6,862
Demand charge - quarter	\$35.00	\$5.00	\$40.00	3.00%	\$41.20	\$42.44	\$43.71	\$45.02
Volume sold - annual ccf	425,000		425,000		425,000	425,000	425,000	425,000
Commodity charge - ccf	\$3.05	\$1.70	\$4.75	3.00%	\$4.89	\$5.04	\$5.19	\$5.35
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	\$89.90		\$125.50		\$129.27	\$133.14	\$137.14	\$141.25
Revenues								
Demand charge	\$960,680		\$1,097,920		\$1,130,858	\$1,164,783	\$1,199,727	\$1,235,719
Commodity charge	1,296,250		2,018,750		2,079,313	2,141,692	2,205,943	2,272,121
Other	29,500		29,500		29,500	29,500	29,500	29,500
Total revenues	<u>2,286,430</u>		<u>3,146,170</u>		<u>3,239,670</u>	<u>3,335,975</u>	<u>3,435,169</u>	<u>3,537,340</u>
Less: Total operating expenditures	<u>(2,148,210)</u>		<u>(2,334,964)</u>		<u>(2,465,340)</u>	<u>(2,801,434)</u>	<u>(2,974,470)</u>	<u>(3,034,917)</u>
Net operating revenue	138,220		811,206		774,330	534,541	460,699	502,422
Less: Current debt service payments	(133,945)		(136,720)		(134,370)	(132,020)	(129,670)	(137,270)
Estimated cash-funded capital improvements	(85,715)		(534,000)		(271,950)	(285,548)	(299,825)	(314,816)
Net cash flow	<u>(\$81,440)</u>		<u>\$140,486</u>		<u>\$368,010</u>	<u>\$116,974</u>	<u>\$31,204</u>	<u>\$50,337</u>
Cash & investments	\$1,749,060	\$1,667,621	\$1,808,106		\$2,176,117	\$2,293,090	\$2,324,295	\$2,374,631

CITY OF OWOSSO (MICHIGAN) SEWAGE DISPOSAL SYSTEM - FUND 590

CASH FLOW ANALYSIS - TWO-YEAR STEP PLUS INFLATIONARY INCREASES - SCENARIO 2

	<u>2021/22</u>		<u>2022/23</u>	<u>2023/24</u>		<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions		Increases			Increases			
Meter equivalent units billed	6,862	Per Year	6,862	6,862	Per Year	6,862	6,862	6,862
Demand charge - quarter	\$35.00	\$3.00	\$38.00	\$41.00	3.00%	\$42.23	\$43.50	\$44.80
Volume sold - annual ccf	425,000		425,000	425,000		425,000	425,000	425,000
Commodity charge - ccf	\$3.05	\$0.95	\$4.00	\$4.95	3.00%	\$5.10	\$5.25	\$5.41
<i>Typical City homeowner's quarterly bill (assumes 18ccf/quarter)</i>	\$89.90		\$110.00	\$130.10		\$134.00	\$138.02	\$142.16
Revenues								
Demand charge	\$960,680		\$1,043,024	\$1,125,368		\$1,159,129	\$1,193,903	\$1,229,720
Commodity charge	1,296,250		1,700,000	2,103,750		2,166,863	2,231,868	2,298,824
Other	29,500		29,500	29,500		29,500	29,500	29,500
Total revenues	<u>2,286,430</u>		<u>2,772,524</u>	<u>3,258,618</u>		<u>3,355,492</u>	<u>3,455,271</u>	<u>3,558,044</u>
Less: Total operating expenditures	<u>(2,148,210)</u>		<u>(2,334,964)</u>	<u>(2,465,340)</u>		<u>(2,801,434)</u>	<u>(2,974,470)</u>	<u>(3,034,917)</u>
Net operating revenue	138,220		437,560	793,278		554,057	480,801	523,127
Less: Current debt service payments	(133,945)		(136,720)	(134,370)		(132,020)	(129,670)	(137,270)
Estimated cash-funded capital improvements	<u>(85,715)</u>		<u>(534,000)</u>	<u>(271,950)</u>		<u>(285,548)</u>	<u>(299,825)</u>	<u>(314,816)</u>
Net cash flow	<u>(\$81,440)</u>		<u>(\$233,160)</u>	<u>\$386,958</u>		<u>\$136,490</u>	<u>\$51,306</u>	<u>\$71,041</u>
Cash & investments	\$1,749,060	\$1,667,621	\$1,434,460	\$1,821,419		\$1,957,909	\$2,009,215	\$2,080,256

FUND 599

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

SCHEDULE OF AMORTIZATION OF \$2,145,000 PRINCIPAL AMOUNT OUTSTANDING
OF CWSRF JR LIEN REVENUE BONDS, SERIES 2020B

Payment Date	Principal Balance (In Dollars)	Interest Rate (%)	Debt Service			Fiscal Year Total
			Principal	Interest	Total	
			(-----In Dollars-----)			
04/01/22	\$2,055,000			\$20,550.00	\$20,550.00	\$132,000.00
10/01/22	2,055,000	2.00	\$90,000	20,550.00	110,550.00	
04/01/23	1,965,000			19,650.00	19,650.00	130,200.00
10/01/23	1,965,000	2.00	90,000	19,650.00	109,650.00	
04/01/24	1,875,000			18,750.00	18,750.00	128,400.00
10/01/24	1,875,000	2.00	95,000	18,750.00	113,750.00	
04/01/25	1,780,000			17,800.00	17,800.00	131,550.00
10/01/25	1,780,000	2.00	95,000	17,800.00	112,800.00	
04/01/26	1,685,000			16,850.00	16,850.00	129,650.00
10/01/26	1,685,000	2.00	95,000	16,850.00	111,850.00	
04/01/27	1,590,000			15,900.00	15,900.00	127,750.00
10/01/27	1,590,000	2.00	100,000	15,900.00	115,900.00	
04/01/28	1,490,000			14,900.00	14,900.00	130,800.00
10/01/28	1,490,000	2.00	100,000	14,900.00	114,900.00	
04/01/29	1,390,000			13,900.00	13,900.00	128,800.00
10/01/29	1,390,000	2.00	105,000	13,900.00	118,900.00	
04/01/30	1,285,000			12,850.00	12,850.00	131,750.00
10/01/30	1,285,000	2.00	105,000	12,850.00	117,850.00	
04/01/31	1,180,000			11,800.00	11,800.00	129,650.00
10/01/31	1,180,000	2.00	110,000	11,800.00	121,800.00	
04/01/32	1,070,000			10,700.00	10,700.00	132,500.00
10/01/32	1,070,000	2.00	110,000	10,700.00	120,700.00	
04/01/33	960,000			9,600.00	9,600.00	130,300.00
10/01/33	960,000	2.00	110,000	9,600.00	119,600.00	
04/01/34	850,000			8,500.00	8,500.00	128,100.00
10/01/34	850,000	2.00	115,000	8,500.00	123,500.00	
04/01/35	735,000			7,350.00	7,350.00	130,850.00
10/01/35	735,000	2.00	115,000	7,350.00	122,350.00	
04/01/36	620,000			6,200.00	6,200.00	128,550.00
10/01/36	620,000	2.00	120,000	6,200.00	126,200.00	
04/01/37	500,000			5,000.00	5,000.00	131,200.00
10/01/37	500,000	2.00	120,000	5,000.00	125,000.00	
04/01/38	380,000			3,800.00	3,800.00	128,800.00
10/01/38	380,000	2.00	125,000	3,800.00	128,800.00	
04/01/39	255,000			2,550.00	2,550.00	131,350.00
10/01/39	255,000	2.00	125,000	2,550.00	127,550.00	
04/01/40	130,000			1,300.00	1,300.00	128,850.00
10/01/40	130,000	2.00	130,000	1,300.00	131,300.00	131,300.00
Totals			<u>\$2,145,000</u>	<u>\$457,350.00</u>	<u>\$2,602,350.00</u>	<u>\$2,602,350.00</u>

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

SCHEDULE OF ESTIMATED CAPITAL IMPROVEMENTS

Category	Project #	Capital Improvement	Funding Source	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Totals
WWTP	1	Administration Building Rehabilitation	Wastewater			500,000					500,000
WWTP	3	East Roughing Tower Pump	Wastewater		20,000						20,000
WWTP	4	Electrical/Instrumentation Rehabilitation - misc.	Wastewater							212,714	212,714
WWTP	5	Grit Removal System	SRF Loan, Wastewater	1,030,000 [1]							1,030,000
WWTP	6 & 12	Main Building Roof Replacement &	SRF Loan, Wastewater			4,420,949 [2]					4,420,949
WWTP		Sludge Dewatering - Compactor									
WWTP	7	Nitrification Tower Replacement and Membrane System	SRF Loan, Wastewater				13,125,000 [3]				13,125,000
WWTP	8	Pump & Motor Replacement	Wastewater	20,000	20,000	25,000	26,250	27,563	28,941	30,388	178,141
WWTP	9	SCADA System Install	Wastewater							1,367,445	1,367,445
WWTP	10	Screw Pumps - 3	SRF Loan, Wastewater	1,200,000 [1]							1,200,000
WWTP	11	Secondary Clarifier Replacement	SRF Loan, Wastewater					4,134,375 [4]			4,134,375
WWTP	13	Tertiary Pump Replacement	Wastewater		20,000	25,000					45,000
WWTP	14	West Roughing Tower Pump	Wastewater				26,250				26,250
Subtotals				2,250,000	60,000	4,970,949	13,177,500	4,161,938	28,941	1,610,546	26,259,873
Less: 2020B SRF Bond Issue [1]				(2,230,000)	-	-	-	-	-	-	(2,230,000)
Less: Proposed 2022 SRF Bond Issue [2]				-	-	(4,420,949)	-	-	-	-	(4,420,949)
Less: Proposed 2023 SRF Bond Issue [3]				-	-	-	(13,125,000)	-	-	-	(13,125,000)
Less: Proposed 2024 SRF Bond Issue [4]				-	-	-	-	(4,134,375)	-	-	(4,134,375)
Total cash funded capital improvements				<u>\$20,000</u>	<u>\$60,000</u>	<u>\$550,000</u>	<u>\$52,500</u>	<u>\$27,563</u>	<u>\$28,941</u>	<u>\$1,610,546</u>	2,349,549
Divided by: 7 years											7
Average annual cash funded capital improvements											<u>\$335,650</u>

Due to discussions with the working group and current/anticipated construction conditions, these capital improvement estimates were increased by 25% plus 5% per year starting in 2023/24.

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

EXPENDITURE ANALYSIS

	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Total operating expenditures	\$1,947,329	\$2,022,604	\$2,073,737	\$2,126,213	\$2,180,069	\$2,235,342
Add: Replacement fund contributions	700,000	668,761	815,051	1,350,651	1,576,094	1,586,538
Total expenditures and contributions from local units	<u>\$2,647,329</u>	<u>\$2,691,365</u>	<u>\$2,888,787</u>	<u>\$3,476,864</u>	<u>\$3,756,163</u>	<u>\$3,821,880</u>

	<u>Allocation %</u>					
Operating expenditures per local unit:						
Owosso City	68.54%	\$1,334,699	\$1,386,293	\$1,421,339	\$1,457,306	\$1,494,219
Owosso Township	12.83%	249,842	259,500	266,060	272,793	279,703
Caledonia Township	6.16%	119,955	124,592	127,742	130,975	134,292
Corunna City	12.47%	242,832	252,219	258,595	265,139	271,855
Total operating expenditures	<u>100.00%</u>	<u>\$1,947,329</u>	<u>\$2,022,604</u>	<u>\$2,073,737</u>	<u>\$2,126,213</u>	<u>\$2,180,069</u>
Replacement fund contributions per local unit:						
Owosso City		\$412,181	\$384,345	\$465,338	\$750,760	\$871,800
Owosso Township		127,525	127,101	156,623	270,910	318,513
Caledonia Township		87,229	89,497	111,084	197,373	233,107
Corunna City		73,066	67,818	82,005	131,607	152,675
Total replacement fund contributions		<u>\$700,000</u>	<u>\$668,761</u>	<u>\$815,051</u>	<u>\$1,350,651</u>	<u>\$1,576,094</u>
Total expenditures and contributions billed per local unit:						
Owosso City		\$1,746,880	\$1,770,638	\$1,886,678	\$2,208,067	\$2,366,019
Owosso Township		377,367	386,601	422,683	543,703	598,216
Caledonia Township		207,184	214,089	238,827	328,348	367,399
Corunna City		315,897	320,037	340,600	396,746	424,529
Total expenditures and contributions billed		<u>\$2,647,329</u>	<u>\$2,691,365</u>	<u>\$2,888,787</u>	<u>\$3,476,864</u>	<u>\$3,756,163</u>

CITY OF OWOSSO (MICHIGAN) WASTEWATER TREATMENT SYSTEM - FUND 599

REPLACEMENT FUND ANALYSIS

	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Beginning balance	\$1,124,971	\$1,632,971	\$1,400,996	\$1,688,784	\$2,011,509	\$2,342,857
Estimated contributions	700,000	668,761	815,051	1,350,651	1,576,094	1,586,538
Funds available	<u>1,824,971</u>	<u>2,301,732</u>	<u>2,216,046</u>	<u>3,039,434</u>	<u>3,587,603</u>	<u>3,929,395</u>
Less: Current debt service payments	(132,000)	(130,200)	(128,400)	(131,550)	(129,650)	(127,750)
Cash-funded capital improvements	(60,000)	(550,000)	(52,500)	(27,563)	(28,941)	(1,610,546)
Estimated debt service #1 2022 SRF Bonds [1]	-	(220,536)	(221,363)	(223,813)	(221,156)	(223,500)
Estimated debt service #2 2023 SRF Bonds [2]	-	-	(125,000)	(610,000)	(610,000)	(610,000)
Estimated debt service #3 2024 SRF Bonds [3]	-	-	-	(35,000)	(255,000)	(255,000)
Ending balance	<u>\$1,124,971</u>	<u>\$1,632,971</u>	<u>\$1,400,996</u>	<u>\$1,688,784</u>	<u>\$2,011,509</u>	<u>\$1,102,599</u>
Annual contribution based on flow percentages [4]	265,000	192,419	214,682	224,682	234,682	244,682
Annual contribution based on capacity percentages	435,000	476,342	600,369	1,125,969	1,341,412	1,341,856
Contributions to fund based on flow percentages:	Allocation %					
Owosso City	68.54%	\$181,631	\$131,884	\$147,143	\$153,997	\$160,851
Owosso Township	12.83%	34,000	24,687	27,544	28,827	30,110
Caledonia Township	6.16%	16,324	11,853	13,224	13,840	14,456
Corunna City	12.47%	33,046	23,995	26,771	28,018	29,265
Total contributions based on flow percentages	<u>100.00%</u>	<u>\$265,000</u>	<u>\$192,419</u>	<u>\$214,682</u>	<u>\$224,682</u>	<u>\$234,682</u>
Contributions to fund based on capacity percentages:						
Owosso City	53.00%	\$230,550	\$252,461	\$318,195	\$596,763	\$710,948
Owosso Township	21.50%	93,525	102,414	129,079	242,083	288,404
Caledonia Township	16.30%	70,905	77,644	97,860	183,533	218,650
Corunna City	9.20%	40,020	43,823	55,234	103,589	123,410
Total contributions based on capacity percentages	<u>100.00%</u>	<u>\$435,000</u>	<u>\$476,342</u>	<u>\$600,369</u>	<u>\$1,125,969</u>	<u>\$1,341,412</u>
Combined contributions by local unit:						
Owosso City		\$412,181	\$384,345	\$465,338	\$750,760	\$871,800
Owosso Township		127,525	127,101	156,623	270,910	318,513
Caledonia Township		87,229	89,497	111,084	197,373	233,107
Corunna City		73,066	67,818	82,005	131,607	152,675
Total combined contributions		<u>\$700,000</u>	<u>\$668,761</u>	<u>\$815,051</u>	<u>\$1,350,651</u>	<u>\$1,576,094</u>

[1] Estimated debt service payments based on a \$4,885,000.00 30-year SRF bond issue at 2.125%.

[2] Estimated debt service payments based on a \$13,125,000 30-year SRF bond issue at 2.250%.

[3] Estimated debt service payments based on a \$4,134,375 20-year SRF bond issue at 2.000%.

[4] Future depreciation expense is impossible to predict and these numbers should be considers estimates until equipment is purchased.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: March 1, 2022
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – January 2022

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

Per Section 8.6(c) of the Owosso City Charter....

During each month, the City Manager shall submit to the Council data showing the relation between the estimated and actual revenues and expenditures to the end of the preceding month;....

A revenue and expenditure report and cash summary report is included for the period ending January 31, 2022.

Revenue Expense Report

The column labeled "Activity for month" reflects revenues received and expenses paid during the specific month and the column labeled "YTD Balance reflects revenues received and expenses paid since the beginning of the fiscal year (July 1st.)

FISCAL IMPACTS:

None.

Document originated by: Brad Barrett, Finance Director

Revenue and Expenditure Report for City of Owosso – Period ending 01-31-2022
Cash Summary by Account for City of Owosso – 01-01-2022 – 01-31-2022

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-401.403	GENERAL PROPERTY TAX	3,575,000.00	3,575,000.00	19,547.47	3,462,839.12	112,160.88	96.86
101-000-401.424	TRAILER PARK TAXES	1,000.00	1,000.00	0.00	322.50	677.50	32.25
101-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES	24,000.00	24,000.00	0.00	22,120.79	1,879.21	92.17
101-000-401.431	OBSOLETE PROPERTY REHAB TAXES(O	670.00	670.00	1,483.70	2,147.44	(1,477.44)	320.51
101-000-401.443	ADMINISTRATION FEES	91,000.00	91,000.00	24,687.63	61,225.08	29,774.92	67.28
101-000-401.445	INTEREST & PENALTIES ON TAXES	20,000.00	20,000.00	890.08	6,509.15	13,490.85	32.55
101-000-439.000	MARIJUANA TAX DISTR.	84,000.00	84,000.00	0.00	0.00	84,000.00	0.00
101-000-450.452	PERMITS-BUILDING	150,000.00	150,000.00	4,991.22	58,986.03	91,013.97	39.32
101-000-450.453	LIQUOR LICENSES	10,000.00	10,000.00	0.00	10,552.30	(552.30)	105.52
101-000-450.454	PERMITS-ELECTRICAL	35,000.00	35,000.00	2,775.00	15,357.00	19,643.00	43.88
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	55,000.00	55,000.00	4,170.00	34,657.50	20,342.50	63.01
101-000-450.460	MISCELLANEOUS LICENSES	1,000.00	1,000.00	0.00	450.00	550.00	45.00
101-000-450.470	MARIJUANA LICENSE FEE	50,000.00	50,000.00	10,000.00	45,000.00	5,000.00	90.00
101-000-450.477	PERMITS-HANDGUNS	500.00	500.00	60.00	350.00	150.00	70.00
101-000-450.478	DOG LICENSES	80.00	80.00	0.00	0.00	80.00	0.00
101-000-501.506	GRANT-FEDERAL	0.00	56,178.00	0.00	80,708.36	(24,530.36)	143.67
101-000-539.531	LOCAL GRANT	0.00	2,000.00	0.00	2,000.00	0.00	100.00
101-000-539.573	LOCAL COMMUNITY STABILIZATION S	65,000.00	75,000.00	(26,481.13)	74,119.42	880.58	98.83
101-000-539.574	REVENUE SHARING - STATUTORY	429,911.00	429,911.00	0.00	143,302.00	286,609.00	33.33
101-000-539.575	REVENUE SHARING-CONSTITUTIONAL	1,279,571.00	1,406,485.00	0.00	549,915.00	856,570.00	39.10
101-000-600.625	VACANT PROPERTY REGISTRATION/IN	1,500.00	1,500.00	200.00	600.00	900.00	40.00
101-000-600.626	CHARGE FOR SERVICES RENDERED	60,000.00	60,000.00	21,200.92	62,518.76	(2,518.76)	104.20
101-000-600.627	DUPLICATING SERVICES	1,000.00	1,000.00	126.50	650.50	349.50	65.05
101-000-600.628	RENTAL REGISTRATION	1,500.00	1,500.00	125.00	1,025.00	475.00	68.33
101-000-600.629	AMBULANCE CHARGES	263,750.00	263,750.00	33,111.37	182,586.60	81,163.40	69.23
101-000-600.630	AMBULANCE MILEAGE CHARGES	230,100.00	230,100.00	25,478.17	140,372.91	89,727.09	61.01
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPOR'	410,000.00	410,000.00	51,002.83	293,079.72	116,920.28	71.48
101-000-600.633	FIRE SERVICES	4,000.00	4,000.00	0.00	3,000.00	1,000.00	75.00
101-000-600.642	CHARGE FOR SERVICES - SALES	4,000.00	4,000.00	750.00	3,523.00	477.00	88.08
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	105,000.00	105,000.00	0.00	24,638.43	80,361.57	23.47
101-000-655.655	PARKING VIOLATIONS	4,200.00	4,200.00	330.00	1,725.00	2,475.00	41.07
101-000-655.659	PARKING LEASE INCOME	1,600.00	1,600.00	840.00	840.00	760.00	52.50
101-000-655.660	ORDINANCE FINES & COSTS	12,000.00	12,000.00	542.86	5,427.25	6,572.75	45.23
101-000-662.000	DRUG FORFEITURES-ADJUDICATED	0.00	100.00	0.00	100.00	0.00	100.00
101-000-664.664	INTEREST INCOME	5,000.00	5,000.00	27.43	4,130.05	869.95	82.60
101-000-664.665	INTEREST INCOME-RESTRICTED ASSE'	0.00	50.00	(0.13)	6.67	43.33	13.34
101-000-664.666	ICMA INTEREST INCOME	0.00	50.00	0.00	0.00	50.00	0.00
101-000-664.668	RENTAL INCOME	1,500.00	1,500.00	30.00	560.00	940.00	37.33
101-000-671.673	SALE OF FIXED ASSETS	0.00	9,263.00	0.00	9,263.00	0.00	100.00
101-000-671.675	DONATIONS-PRIVATE	0.00	11,500.00	0.00	11,500.00	0.00	100.00
101-000-671.687	INSURANCE REFUNDS	125,000.00	116,123.00	0.00	116,123.24	(0.24)	100.00
101-000-671.692	RECOVERY OF BAD DEBTS	0.00	1,500.00	3,000.00	4,500.00	(3,000.00)	300.00
101-000-671.694	MISCELLANEOUS	20,000.00	20,000.00	5,954.17	18,527.90	1,472.10	92.64
101-000-695.672	SPECIAL ASSESSMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	200,000.00	200,000.00	17,831.58	84,131.85	115,868.15	42.07
101-000-695.677	CITY UTILITIES ADMIN REIMB	372,100.00	372,100.00	0.00	186,050.04	186,049.96	50.00
101-000-695.678	DDA/OBRA REIMBURSEMENT	5,300.00	5,300.00	0.00	0.00	5,300.00	0.00
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	192,463.00	192,463.00	0.00	96,231.00	96,232.00	50.00
101-000-695.699	APPROPRIATION OF FUND BALANCE	827,490.00	772,984.00	0.00	0.00	772,984.00	0.00

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
TOTAL REVENUES		8,744,235.00	8,898,407.00	202,674.67	5,821,672.61	3,076,734.39	65.42
Expenditures							
101	CITY COUNCIL	5,300.00	5,300.00	1,120.00	2,346.28	2,953.72	44.27
171	CITY MANAGER	262,583.00	262,583.00	19,213.36	141,030.76	121,552.24	53.71
201	FINANCE	306,305.00	313,125.00	17,906.16	186,736.22	126,388.78	59.64
209	ASSESSING	183,407.00	183,407.00	15,941.23	106,966.31	76,440.69	58.32
210	CITY ATTORNEY	118,000.00	118,000.00	8,567.74	66,445.65	51,554.35	56.31
215	CLERK	299,570.00	299,570.00	19,271.38	140,816.50	158,753.50	47.01
226	HUMAN RESOURCES	215,734.00	215,734.00	16,069.15	106,783.46	108,950.54	49.50
253	TREASURY	167,057.00	167,057.00	11,309.17	89,292.51	77,764.49	53.45
258	INFORMATION & TECHNOLOGY	134,965.00	134,965.00	8,469.00	46,612.17	88,352.83	34.54
265	BUILDING & GROUNDS	140,540.00	140,540.00	11,521.35	72,247.59	68,292.41	51.41
299	GENERAL ADMIN	352,776.00	437,734.00	41,740.40	345,179.36	92,554.64	78.86
300	POLICE	2,263,812.00	2,263,812.00	211,688.97	1,263,069.16	1,000,742.84	55.79
335	FIRE	2,012,337.00	2,012,462.00	156,685.26	1,185,057.12	827,404.88	58.89
370	BUILDING AND SAFETY	344,476.00	344,476.00	27,516.32	166,468.28	178,007.72	48.33
441	PUBLIC WORKS	660,310.00	663,249.00	45,864.31	301,654.57	361,594.43	45.48
528	LEAF AND BRUSH COLLECTION	231,500.00	231,500.00	8,972.45	209,292.00	22,208.00	90.41
585	PARKING	33,000.00	33,000.00	6,330.10	11,019.32	21,980.68	33.39
728	COMMUNITY DEVELOPMENT	85,599.00	85,599.00	1,959.84	29,454.69	56,144.31	34.41
750	HOLMAN POOL	0.00	0.00	0.00	441.34	(441.34)	100.00
756	PARKS	203,293.00	203,293.00	6,696.67	126,255.56	77,037.44	62.11
966	TRANSFERS OUT	723,671.00	759,671.00	5,000.00	362,551.00	397,120.00	47.72
TOTAL EXPENDITURES		8,744,235.00	8,875,077.00	641,842.86	4,959,719.85	3,915,357.15	55.88
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		8,744,235.00	8,898,407.00	202,674.67	5,821,672.61	3,076,734.39	65.42
TOTAL EXPENDITURES		8,744,235.00	8,875,077.00	641,842.86	4,959,719.85	3,915,357.15	55.88
NET OF REVENUES & EXPENDITURES		0.00	23,330.00	(439,168.19)	861,952.76	(838,622.76)	3,694.61

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-501.506	GRANT-FEDERAL	300,000.00	300,000.00	0.00	64,832.26	235,167.74	21.61
202-000-539.529	STATE SOURCES	39,000.00	39,000.00	0.00	0.00	39,000.00	0.00
202-000-539.546	TRUNKLINE MAINTENANCE	39,378.00	39,378.00	0.00	23,596.18	15,781.82	59.92
202-000-539.569	GAS & WEIGHT TAX	1,369,695.00	1,369,695.00	104,902.07	580,700.86	788,994.14	42.40
202-000-664.664	INTEREST INCOME	150.00	150.00	6.23	130.92	19.08	87.28
202-000-695.411	TRANSFER FROM STREET PROGRAM	674,084.00	674,084.00	1.11	668,992.54	5,091.46	99.24
202-000-695.672	SPECIAL ASSESSMENT	249,094.00	249,094.00	65,054.31	65,054.31	184,039.69	26.12
TOTAL REVENUES		2,671,401.00	2,671,401.00	169,963.72	1,403,307.07	1,268,093.93	52.53
Expenditures							
451	CONSTRUCTION	927,698.00	927,698.00	0.00	660,259.25	267,438.75	71.17
463	STREET MAINTENANCE	410,500.00	410,500.00	14,466.64	203,563.67	206,936.33	49.59
473	BRIDGE MAINTENANCE	12,000.00	12,000.00	478.60	478.60	11,521.40	3.99
474	TRAFFIC SERVICES-MAINTENANCE	26,500.00	26,500.00	8,211.48	10,735.53	15,764.47	40.51
478	SNOW & ICE CONTROL	135,000.00	135,000.00	37,757.74	58,725.80	76,274.20	43.50
480	TREE TRIMMING	61,800.00	61,800.00	5,816.20	26,931.22	34,868.78	43.58
482	ADMINISTRATION & ENGINEERING	200,250.00	200,250.00	5,765.38	103,445.34	96,804.66	51.66
485	LOCAL STREET TRANSFER	342,424.00	342,424.00	0.00	171,212.00	171,212.00	50.00
486	TRUNKLINE SURFACE MAINTENANCE	1,000.00	1,950.00	343.72	1,577.07	372.93	80.88
488	TRUNKLINE SWEEPING & FLUSHING	3,700.00	3,700.00	0.00	0.00	3,700.00	0.00
490	TRUNKLINE TREE TRIIM & REMOVAL	200.00	200.00	0.00	0.00	200.00	0.00
491	TRUNKLINE STORM DRAIN, CURBS	5,500.00	28,127.00	0.00	22,987.69	5,139.31	81.73
492	TRUNKLINE ROADSIDE CLEANUP	200.00	210.00	0.00	59.61	150.39	28.39
494	TRUNKLINE TRAFFIC SIGNS	600.00	600.00	200.69	448.21	151.79	74.70
497	TRUNKLINE SNOW & ICE CONTROL	32,000.00	32,000.00	11,934.19	18,742.67	13,257.33	58.57
TOTAL EXPENDITURES		2,159,372.00	2,182,959.00	84,974.64	1,279,166.66	903,792.34	58.60
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,671,401.00	2,671,401.00	169,963.72	1,403,307.07	1,268,093.93	52.53
TOTAL EXPENDITURES		2,159,372.00	2,182,959.00	84,974.64	1,279,166.66	903,792.34	58.60
NET OF REVENUES & EXPENDITURES		512,029.00	488,442.00	84,989.08	124,140.41	364,301.59	25.42

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-539.529	STATE SOURCES	15,300.00	15,300.00	0.00	0.00	15,300.00	0.00
203-000-539.569	GAS & WEIGHT TAX	500,974.00	500,974.00	38,571.16	213,382.57	287,591.43	42.59
203-000-664.664	INTEREST INCOME	50.00	50.00	3.56	102.36	(52.36)	204.72
203-000-695.202	MAJOR STREET TRANSFER	342,424.00	342,424.00	0.00	171,212.00	171,212.00	50.00
203-000-695.411	TRANSFER FROM CAPITAL PROJECTS	500,000.00	500,000.00	0.00	504,989.64	(4,989.64)	101.00
203-000-695.672	SPECIAL ASSESSMENT	61,000.00	61,000.00	0.00	0.00	61,000.00	0.00
203-000-695.699	APPROPRIATION OF FUND BALANCE	33,096.00	33,096.00	0.00	0.00	33,096.00	0.00
TOTAL REVENUES		1,452,844.00	1,452,844.00	38,574.72	889,686.57	563,157.43	61.24
Expenditures							
451	CONSTRUCTION	672,216.00	672,216.00	207.00	725,463.22	(53,247.22)	107.92
463	STREET MAINTENANCE	488,750.00	488,750.00	13,492.35	302,759.26	185,990.74	61.95
474	TRAFFIC SERVICES-MAINTENANCE	8,500.00	8,500.00	639.69	2,330.54	6,169.46	27.42
478	SNOW & ICE CONTROL	80,000.00	80,000.00	21,456.68	25,390.92	54,609.08	31.74
480	TREE TRIMMING	89,500.00	89,500.00	2,375.50	66,300.34	23,199.66	74.08
482	ADMINISTRATION & ENGINEERING	113,878.00	113,878.00	5,765.17	64,936.12	48,941.88	57.02
TOTAL EXPENDITURES		1,452,844.00	1,452,844.00	43,936.39	1,187,180.40	265,663.60	81.71
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,452,844.00	1,452,844.00	38,574.72	889,686.57	563,157.43	61.24
TOTAL EXPENDITURES		1,452,844.00	1,452,844.00	43,936.39	1,187,180.40	265,663.60	81.71
NET OF REVENUES & EXPENDITURES		0.00	0.00	(5,361.67)	(297,493.83)	297,493.83	100.00

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-539.573	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	2,643.77	2,643.77	(2,643.77)	100.00
208-000-664.664	INTEREST INCOME	0.00	25.00	0.56	17.71	7.29	70.84
208-000-695.699	APPROPRIATION OF FUND BALANCE	50,000.00	75,000.00	0.00	0.00	75,000.00	0.00
TOTAL REVENUES		50,000.00	75,025.00	2,644.33	2,661.48	72,363.52	3.55
Expenditures							
756	PARKS	50,000.00	75,025.00	1,545.00	75,779.40	(754.40)	101.01
TOTAL EXPENDITURES		50,000.00	75,025.00	1,545.00	75,779.40	(754.40)	101.01
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		50,000.00	75,025.00	2,644.33	2,661.48	72,363.52	3.55
TOTAL EXPENDITURES		50,000.00	75,025.00	1,545.00	75,779.40	(754.40)	101.01
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,099.33	(73,117.92)	73,117.92	100.00

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 273 - OMS/DDA REVLG LOAN FUND							
Revenues							
273-000-664.664	INTEREST INCOME	500.00	500.00	0.52	58.79	441.21	11.76
273-000-671.675	LOAN REPAYMENTS	0.00	86,000.00	0.09	40,758.75	45,241.25	47.39
273-000-671.683	LOAN PRINCIPAL	0.00	0.00	1,514.21	13,488.35	(13,488.35)	100.00
273-000-671.684	LOAN INTEREST	0.00	0.00	297.50	1,812.83	(1,812.83)	100.00
273-000-695.699	APPROPRIATION OF FUND BALANCE	1,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,500.00	86,500.00	1,812.32	56,118.72	30,381.28	64.88
Expenditures							
200	GEN SERVICES	1,500.00	10,675.00	77,265.00	78,365.00	(67,690.00)	734.10
TOTAL EXPENDITURES		1,500.00	10,675.00	77,265.00	78,365.00	(67,690.00)	734.10
Fund 273 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		1,500.00	86,500.00	1,812.32	56,118.72	30,381.28	64.88
TOTAL EXPENDITURES		1,500.00	10,675.00	77,265.00	78,365.00	(67,690.00)	734.10
NET OF REVENUES & EXPENDITURES		0.00	75,825.00	(75,452.68)	(22,246.28)	98,071.28	29.34

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 275 - HOUSING & REDEVELOPMENT							
Revenues							
275-000-501.522	GRANT - MSHDA: NEP	0.00	37,500.00	0.00	0.00	37,500.00	0.00
TOTAL REVENUES		0.00	37,500.00	0.00	0.00	37,500.00	0.00
Expenditures							
690	GENERAL SERVICES	0.00	33,500.00	0.00	0.00	33,500.00	0.00
TOTAL EXPENDITURES		0.00	33,500.00	0.00	0.00	33,500.00	0.00
Fund 275 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		0.00	37,500.00	0.00	0.00	37,500.00	0.00
TOTAL EXPENDITURES		0.00	33,500.00	0.00	0.00	33,500.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,000.00	0.00	0.00	4,000.00	0.00

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-401.407	OBRA:TAX CAPTURE	9,800.00	9,800.00	0.00	0.00	9,800.00	0.00
276-000-664.664	INTEREST INCOME	0.00	0.00	0.06	1.33	(1.33)	100.00
276-000-671.676	DONATIONS	19,121.00	19,121.00	0.00	0.00	19,121.00	0.00
TOTAL REVENUES		28,921.00	28,921.00	0.06	1.33	28,919.67	0.00
Expenditures							
730	PROFESSIONAL SERVICES	750.00	750.00	0.00	535.00	215.00	71.33
905	DEBT SERVICE	28,171.00	28,171.00	0.00	0.00	28,171.00	0.00
TOTAL EXPENDITURES		28,921.00	28,921.00	0.00	535.00	28,386.00	1.85
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		28,921.00	28,921.00	0.06	1.33	28,919.67	0.00
TOTAL EXPENDITURES		28,921.00	28,921.00	0.00	535.00	28,386.00	1.85
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.06	(533.67)	533.67	100.00

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL							
Revenues							
277-000-539.529	STATE SOURCES	0.00	116,888.00	0.00	116,887.72	0.28	100.00
TOTAL REVENUES		0.00	116,888.00	0.00	116,887.72	0.28	100.00
Expenditures							
901	CAPITAL OUTLAY	0.00	116,888.00	0.00	116,887.72	0.28	100.00
TOTAL EXPENDITURES		0.00	116,888.00	0.00	116,887.72	0.28	100.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:							
TOTAL REVENUES		0.00	116,888.00	0.00	116,887.72	0.28	100.00
TOTAL EXPENDITURES		0.00	116,888.00	0.00	116,887.72	0.28	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-401.407	OBRA:TAX CAPTURE	27,897.00	27,897.00	0.00	606.58	27,290.42	2.17
TOTAL REVENUES		27,897.00	27,897.00	0.00	606.58	27,290.42	2.17
Expenditures							
730	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00	0.00
905	DEBT SERVICE	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00
964	TAX REIMBURSEMENTS	1,147.00	1,147.00	0.00	0.00	1,147.00	0.00
TOTAL EXPENDITURES		27,897.00	27,897.00	0.00	0.00	27,897.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		27,897.00	27,897.00	0.00	606.58	27,290.42	2.17
TOTAL EXPENDITURES		27,897.00	27,897.00	0.00	0.00	27,897.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	606.58	(606.58)	100.00

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-528.000	OTHER FEDERAL GRANTS	0.00	1,511,520.00	3,042.24	758,801.74	752,718.26	50.20
287-000-664.664	INTEREST INCOME	0.00	100.00	0.02	5.82	94.18	5.82
TOTAL REVENUES		0.00	1,511,620.00	3,042.26	758,807.56	752,812.44	50.20
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:							
TOTAL REVENUES		0.00	1,511,620.00	3,042.26	758,807.56	752,812.44	50.20
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,511,620.00	3,042.26	758,807.56	752,812.44	50.20

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED	MONTH 01/31/22	01/31/2022	BALANCE	
		BUDGET	BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
288-000-401.407	OBRA:TAX CAPTURE	202,720.00	202,720.00	0.00	0.00	202,720.00	0.00
TOTAL REVENUES		202,720.00	202,720.00	0.00	0.00	202,720.00	0.00
Expenditures							
730	PROFESSIONAL SERVICES	12,000.00	12,000.00	0.00	10,132.00	1,868.00	84.43
905	DEBT SERVICE	190,720.00	190,720.00	0.00	0.00	190,720.00	0.00
TOTAL EXPENDITURES		202,720.00	202,720.00	0.00	10,132.00	192,588.00	5.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		202,720.00	202,720.00	0.00	0.00	202,720.00	0.00
TOTAL EXPENDITURES		202,720.00	202,720.00	0.00	10,132.00	192,588.00	5.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(10,132.00)	10,132.00	100.00

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)							
Revenues							
291-000-401.407	OBRA:TAX CAPTURE	0.00	358.00	980.22	1,338.66	(980.66)	373.93
TOTAL REVENUES		0.00	358.00	980.22	1,338.66	(980.66)	373.93
Expenditures							
730	PROFESSIONAL SERVICES	0.00	864.00	0.00	0.00	864.00	0.00
TOTAL EXPENDITURES		0.00	864.00	0.00	0.00	864.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):							
TOTAL REVENUES		0.00	358.00	980.22	1,338.66	(980.66)	373.93
TOTAL EXPENDITURES		0.00	864.00	0.00	0.00	864.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(506.00)	980.22	1,338.66	(1,844.66)	264.56

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT								
Revenues								
292-000-401.407	OBRA:TAX CAPTURE	125,000.00	125,000.00	0.00	3,165.39	121,834.61		2.53
TOTAL REVENUES		125,000.00	125,000.00	0.00	3,165.39	121,834.61		2.53
Expenditures								
730	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00		0.00
964	TAX REIMBURSEMENTS	124,000.00	124,000.00	0.00	0.00	124,000.00		0.00
TOTAL EXPENDITURES		125,000.00	125,000.00	0.00	0.00	125,000.00		0.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT:								
TOTAL REVENUES		125,000.00	125,000.00	0.00	3,165.39	121,834.61		2.53
TOTAL EXPENDITURES		125,000.00	125,000.00	0.00	0.00	125,000.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	3,165.39	(3,165.39)		100.00

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING							
Revenues							
295-000-401.407	OBRA:TAX CAPTURE	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
TOTAL REVENUES		80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
Expenditures							
730	PROFESSIONAL SERVICES	4,500.00	4,500.00	0.00	4,189.50	310.50	93.10
964	TAX REIMBURSEMENTS	75,500.00	75,500.00	0.00	0.00	75,500.00	0.00
TOTAL EXPENDITURES		80,000.00	80,000.00	0.00	4,189.50	75,810.50	5.24
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:							
TOTAL REVENUES		80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
TOTAL EXPENDITURES		80,000.00	80,000.00	0.00	4,189.50	75,810.50	5.24
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(4,189.50)	4,189.50	100.00

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		2021-22		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2021-22 AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
296-000-600.626	CHARGE FOR SERVICES RENDERED	0.00	56,033.00	5,720.63	6,490.75	49,542.25	11.58
296-000-695.101	GENERAL FUND TRANSFER	0.00	36,000.00	0.00	0.00	36,000.00	0.00
TOTAL REVENUES		0.00	92,033.00	5,720.63	6,490.75	85,542.25	7.05
Expenditures							
200	GEN SERVICES	0.00	5,680.00	4,244.43	5,339.93	340.07	94.01
299	GENERAL ADMIN	0.00	93,388.00	7,322.43	16,314.47	77,073.53	17.47
TOTAL EXPENDITURES		0.00	99,068.00	11,566.86	21,654.40	77,413.60	21.86
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		0.00	92,033.00	5,720.63	6,490.75	85,542.25	7.05
TOTAL EXPENDITURES		0.00	99,068.00	11,566.86	21,654.40	77,413.60	21.86
NET OF REVENUES & EXPENDITURES		0.00	(7,035.00)	(5,846.23)	(15,163.65)	8,128.65	215.55

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-600.600	SALES	500.00	500.00	169.00	2,067.00	(1,567.00)	413.40
297-000-664.664	INTEREST INCOME	0.00	25.00	0.68	11.27	13.73	45.08
297-000-664.668	RENTAL INCOME	14,400.00	14,400.00	700.00	7,900.00	6,500.00	54.86
297-000-671.675	DONATIONS-PRIVATE	1,000.00	1,000.00	1,446.00	11,230.97	(10,230.97)	1,123.10
297-000-671.694	MISCELLANEOUS	0.00	0.00	58.51	58.51	(58.51)	100.00
297-000-695.101	GENERAL FUND TRANSFER	17,000.00	17,000.00	0.00	8,500.00	8,500.00	50.00
TOTAL REVENUES		32,900.00	32,925.00	2,374.19	29,767.75	3,157.25	90.41
Expenditures							
797	HISTORICAL COMMISSION	16,860.00	20,775.00	1,579.14	11,152.36	9,622.64	53.68
798	CASTLE	8,834.00	8,834.00	1,517.57	8,886.76	(52.76)	100.60
799	GOULD HOUSE	5,234.00	5,234.00	938.65	4,229.55	1,004.45	80.81
800	COMSTOCK/WOODARD	500.00	500.00	100.00	274.00	226.00	54.80
TOTAL EXPENDITURES		31,428.00	35,343.00	4,135.36	24,542.67	10,800.33	69.44
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		32,900.00	32,925.00	2,374.19	29,767.75	3,157.25	90.41
TOTAL EXPENDITURES		31,428.00	35,343.00	4,135.36	24,542.67	10,800.33	69.44
NET OF REVENUES & EXPENDITURES		1,472.00	(2,418.00)	(1,761.17)	5,225.08	(7,643.08)	216.09

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 01/31/22	01/31/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 298 - HISTORICAL SITES FUND							
Revenues							
298-000-539.573	LOCAL COMMUNITY STABILIZATION SI	0.00	0.00	2,643.76	2,643.76	(2,643.76)	100.00
298-000-664.664	INTEREST INCOME	0.00	0.00	0.15	17.83	(17.83)	100.00
298-000-695.699	APPROPRIATION OF FUND BALANCE	129,500.00	207,353.00	0.00	0.00	207,353.00	0.00
TOTAL REVENUES		129,500.00	207,353.00	2,643.91	2,661.59	204,691.41	1.28
Expenditures							
799	GOULD HOUSE	129,500.00	200,000.00	0.00	186,177.41	13,822.59	93.09
TOTAL EXPENDITURES		129,500.00	200,000.00	0.00	186,177.41	13,822.59	93.09
Fund 298 - HISTORICAL SITES FUND:							
TOTAL REVENUES		129,500.00	207,353.00	2,643.91	2,661.59	204,691.41	1.28
TOTAL EXPENDITURES		129,500.00	200,000.00	0.00	186,177.41	13,822.59	93.09
NET OF REVENUES & EXPENDITURES		0.00	7,353.00	2,643.91	(183,515.82)	190,868.82	2,495.80

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 01/31/22	01/31/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 325 - DEBT SERVICE-2010 GO BONDS							
Revenues							
325-000-401.403	GENERAL PROPERTY TAX	86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
TOTAL REVENUES		86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
Expenditures							
905	DEBT SERVICE	86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
TOTAL EXPENDITURES		86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
Fund 325 - DEBT SERVICE-2010 GO BONDS:							
TOTAL REVENUES		86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
TOTAL EXPENDITURES		86,908.00	86,908.00	0.00	0.00	86,908.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 327 - DEBT SERVICE							
Revenues							
327-000-401.403	GENERAL PROPERTY TAX	804,777.00	804,777.00	3,614.30	687,619.76	117,157.24	85.44
327-000-539.573	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	19,431.25	19,431.25	(19,431.25)	100.00
327-000-695.698	OTHER FINANCING SOURCES	0.00	7,371.00	0.00	7,371.03	(0.03)	100.00
TOTAL REVENUES		804,777.00	812,148.00	23,045.55	714,422.04	97,725.96	87.97
Expenditures							
905	DEBT SERVICE	804,777.00	804,777.00	0.00	118,491.10	686,285.90	14.72
TOTAL EXPENDITURES		804,777.00	804,777.00	0.00	118,491.10	686,285.90	14.72
Fund 327 - DEBT SERVICE:							
TOTAL REVENUES		804,777.00	812,148.00	23,045.55	714,422.04	97,725.96	87.97
TOTAL EXPENDITURES		804,777.00	804,777.00	0.00	118,491.10	686,285.90	14.72
NET OF REVENUES & EXPENDITURES		0.00	7,371.00	23,045.55	595,930.94	(588,559.94)	8,084.80

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		2021-22		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2021-22	MONTH 01/31/22	01/31/2022	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 368 - 2009 SPECIAL ASSESSMENT							
Revenues							
368-000-664.664	INTEREST INCOME	0.00	2,986.00	691.20	3,677.40	(691.40)	123.15
TOTAL REVENUES		0.00	2,986.00	691.20	3,677.40	(691.40)	123.15
Fund 368 - 2009 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	2,986.00	691.20	3,677.40	(691.40)	123.15
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,986.00	691.20	3,677.40	(691.40)	123.15

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CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 374 - 2012 SPECIAL ASSESSMENT							
Revenues							
374-000-401.404	SPECIAL ASSESSMENTS	0.00	3,510.00	2,833.55	6,343.84	(2,833.84)	180.74
374-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	211.00	0.00	210.63	0.37	99.82
TOTAL REVENUES		0.00	3,721.00	2,833.55	6,554.47	(2,833.47)	176.15
Fund 374 - 2012 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	3,721.00	2,833.55	6,554.47	(2,833.47)	176.15
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,721.00	2,833.55	6,554.47	(2,833.47)	176.15

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 376 - 2013 SPECIAL ASSESSMENT							
Revenues							
376-000-401.404	SPECIAL ASSESSMENTS	0.00	2,364.00	0.00	2,363.95	0.05	100.00
376-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	296.00	0.00	295.91	0.09	99.97
TOTAL REVENUES		0.00	2,660.00	0.00	2,659.86	0.14	99.99
Fund 376 - 2013 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	2,660.00	0.00	2,659.86	0.14	99.99
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,660.00	0.00	2,659.86	0.14	99.99

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 382 - 2016 SPECIAL ASSESSMENT							
Revenues							
382-000-401.404	SPECIAL ASSESSMENTS	0.00	1,397.00	2,125.44	3,522.05	(2,125.05)	252.12
382-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	838.00	0.00	837.96	0.04	100.00
TOTAL REVENUES		0.00	2,235.00	2,125.44	4,360.01	(2,125.01)	195.08
Fund 382 - 2016 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	2,235.00	2,125.44	4,360.01	(2,125.01)	195.08
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,235.00	2,125.44	4,360.01	(2,125.01)	195.08

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 383 - 2017 SPECIAL ASSESSMENTS							
Revenues							
383-000-401.404	SPECIAL ASSESSMENTS	0.00	23,058.00	5,875.93	28,933.85	(5,875.85)	125.48
383-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	4,673.00	0.00	4,673.34	(0.34)	100.01
TOTAL REVENUES		0.00	27,731.00	5,875.93	33,607.19	(5,876.19)	121.19
Fund 383 - 2017 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	27,731.00	5,875.93	33,607.19	(5,876.19)	121.19
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	27,731.00	5,875.93	33,607.19	(5,876.19)	121.19

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 384 - 2018 SPECIAL ASSESSMENTS							
Revenues							
384-000-401.404	SPECIAL ASSESSMENTS	0.00	69,229.00	13,838.35	83,067.46	(13,838.46)	119.99
384-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	16,527.00	183.33	16,710.28	(183.28)	101.11
TOTAL REVENUES		0.00	85,756.00	14,021.68	99,777.74	(14,021.74)	116.35
Fund 384 - 2018 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	85,756.00	14,021.68	99,777.74	(14,021.74)	116.35
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	85,756.00	14,021.68	99,777.74	(14,021.74)	116.35

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 385 - 2019 SPECIAL ASSESSMENTS							
Revenues							
385-000-401.404	SPECIAL ASSESSMENTS	0.00	68,046.00	6,131.31	74,684.40	(6,638.40)	109.76
385-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	7,286.00	0.00	7,286.28	(0.28)	100.00
TOTAL REVENUES		0.00	75,332.00	6,131.31	81,970.68	(6,638.68)	108.81
Fund 385 - 2019 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	75,332.00	6,131.31	81,970.68	(6,638.68)	108.81
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	75,332.00	6,131.31	81,970.68	(6,638.68)	108.81

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 386 - 2020 SPECIAL ASSESSMENTS							
Revenues							
386-000-401.404	SPECIAL ASSESSMENTS	0.00	24,649.00	10,360.51	40,065.09	(15,416.09)	162.54
386-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	6,173.00	0.00	6,270.24	(97.24)	101.58
TOTAL REVENUES		0.00	30,822.00	10,360.51	46,335.33	(15,513.33)	150.33
Fund 386 - 2020 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	30,822.00	10,360.51	46,335.33	(15,513.33)	150.33
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	30,822.00	10,360.51	46,335.33	(15,513.33)	150.33

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		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 387 - 2021 SPECIAL ASSESSMENTS							
Revenues							
387-000-401.404	SPECIAL ASSESSMENTS	0.00	171,269.00	2,395.04	174,133.06	(2,864.06)	101.67
387-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	72.00	0.00	71.78	0.22	99.69
TOTAL REVENUES		0.00	171,341.00	2,395.04	174,204.84	(2,863.84)	101.67
Fund 387 - 2021 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	171,341.00	2,395.04	174,204.84	(2,863.84)	101.67
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	171,341.00	2,395.04	174,204.84	(2,863.84)	101.67

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		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	YTD BALANCE 01/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 397 - 2009 LTGO DEBT							
Revenues							
397-000-671.674	DDA CONTRIBUTION	76,460.00	76,460.00	0.00	7,255.56	69,204.44	9.49
TOTAL REVENUES		76,460.00	76,460.00	0.00	7,255.56	69,204.44	9.49
Expenditures							
905	DEBT SERVICE	76,460.00	76,210.00	0.00	7,255.56	68,954.44	9.52
TOTAL EXPENDITURES		76,460.00	76,210.00	0.00	7,255.56	68,954.44	9.52
Fund 397 - 2009 LTGO DEBT:							
TOTAL REVENUES		76,460.00	76,460.00	0.00	7,255.56	69,204.44	9.49
TOTAL EXPENDITURES		76,460.00	76,210.00	0.00	7,255.56	68,954.44	9.52
NET OF REVENUES & EXPENDITURES		0.00	250.00	0.00	0.00	250.00	0.00

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 401 - CAPITAL PROJECT FUND							
Revenues							
401-000-695.699	APPROPRIATION OF FUND BALANCE	122,350.00	122,350.00	0.00	0.00	122,350.00	0.00
401-000-699.101	TRANFERS IN - GENERAL FUND	698,103.00	698,103.00	5,000.00	354,051.00	344,052.00	50.72
TOTAL REVENUES		820,453.00	820,453.00	5,000.00	354,051.00	466,402.00	43.15
Expenditures							
000	REVENUE	820,453.00	827,473.00	0.00	396,449.64	431,023.36	47.91
TOTAL EXPENDITURES		820,453.00	827,473.00	0.00	396,449.64	431,023.36	47.91
Fund 401 - CAPITAL PROJECT FUND:							
TOTAL REVENUES		820,453.00	820,453.00	5,000.00	354,051.00	466,402.00	43.15
TOTAL EXPENDITURES		820,453.00	827,473.00	0.00	396,449.64	431,023.36	47.91
NET OF REVENUES & EXPENDITURES		0.00	(7,020.00)	5,000.00	(42,398.64)	35,378.64	603.97

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM							
Revenues							
411-000-664.664	INTEREST INCOME	0.00	140.00	0.00	138.79	1.21	99.14
411-000-695.699	APPROPRIATION OF FUND BALANCE	1,174,084.00	1,173,843.00	0.00	0.00	1,173,843.00	0.00
TOTAL REVENUES		1,174,084.00	1,173,983.00	0.00	138.79	1,173,844.21	0.01
Expenditures							
966	TRANSFERS OUT	1,174,084.00	1,173,983.00	1.11	1,173,982.18	0.82	100.00
TOTAL EXPENDITURES		1,174,084.00	1,173,983.00	1.11	1,173,982.18	0.82	100.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:							
TOTAL REVENUES		1,174,084.00	1,173,983.00	0.00	138.79	1,173,844.21	0.01
TOTAL EXPENDITURES		1,174,084.00	1,173,983.00	1.11	1,173,982.18	0.82	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1.11)	(1,173,843.39)	1,173,843.39	100.00

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22		ACTIVITY FOR	YTD BALANCE	AVAILABLE		
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2021-22 AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED	
Fund 494 - CAPITAL PROJECTS FUND								
Revenues								
494-000-529.530	INFRASTRUCTURE	0.00	34,665.00	0.00	34,665.00	0.00	100.00	
494-000-695.699	APPROPRIATION OF FUND BALANCE	20,000.00	2,495.00	0.00	0.00	2,495.00	0.00	
TOTAL REVENUES		20,000.00	37,160.00	0.00	34,665.00	2,495.00	93.29	
Expenditures								
270	ADMINISTRATIVE	20,000.00	37,160.00	0.00	37,160.00	0.00	100.00	
TOTAL EXPENDITURES		20,000.00	37,160.00	0.00	37,160.00	0.00	100.00	
Fund 494 - CAPITAL PROJECTS FUND:								
TOTAL REVENUES		20,000.00	37,160.00	0.00	34,665.00	2,495.00	93.29	
TOTAL EXPENDITURES		20,000.00	37,160.00	0.00	37,160.00	0.00	100.00	
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(2,495.00)	2,495.00	100.00	

PERIOD ENDING 01/31/2022

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 01/31/22	01/31/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-401.403	GENERAL PROPERTY TAX	40,000.00	37,527.00	227.60	37,948.29	(421.29)	101.12
588-000-539.573	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	1,762.35	1,762.35	(1,762.35)	100.00
588-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	32,068.00	0.00	0.00	32,068.00	0.00
TOTAL REVENUES		40,000.00	69,595.00	1,989.95	39,710.64	29,884.36	57.06
Expenditures							
200	GEN SERVICES	88,089.00	69,595.00	590.00	70,184.93	(589.93)	100.85
TOTAL EXPENDITURES		88,089.00	69,595.00	590.00	70,184.93	(589.93)	100.85
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		40,000.00	69,595.00	1,989.95	39,710.64	29,884.36	57.06
TOTAL EXPENDITURES		88,089.00	69,595.00	590.00	70,184.93	(589.93)	100.85
NET OF REVENUES & EXPENDITURES		(48,089.00)	0.00	1,399.95	(30,474.29)	30,474.29	100.00

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
590-000-401.446	PENALTIES - LATE CHARGES	28,000.00	28,000.00	0.47	20,944.18	7,055.82	74.80
590-000-450.477	SWR:PERMITS/INSPECTION FEE	500.00	500.00	0.00	495.00	5.00	99.00
590-000-600.601	METERED SALES	2,052,000.00	2,052,000.00	(377.43)	1,125,458.41	926,541.59	54.85
590-000-664.664	INTEREST INCOME	1,000.00	1,000.00	5.46	480.53	519.47	48.05
590-000-671.694	MISCELLANEOUS	0.00	1,900.00	2,000.00	3,898.77	(1,998.77)	205.20
TOTAL REVENUES		2,081,500.00	2,083,400.00	1,628.50	1,151,276.89	932,123.11	55.26
Expenditures							
200	GEN SERVICES	1,896,533.00	1,901,633.00	125,706.74	1,124,176.26	777,456.74	59.12
549	SEWER OPERATIONS	251,677.00	251,677.00	10,698.80	78,340.58	173,336.42	31.13
901	CAPITAL OUTLAY	0.00	0.00	0.00	105,381.26	(105,381.26)	100.00
905	DEBT SERVICE	122,195.00	122,195.00	0.00	65,276.17	56,918.83	53.42
TOTAL EXPENDITURES		2,270,405.00	2,275,505.00	136,405.54	1,373,174.27	902,330.73	60.35
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,081,500.00	2,083,400.00	1,628.50	1,151,276.89	932,123.11	55.26
TOTAL EXPENDITURES		2,270,405.00	2,275,505.00	136,405.54	1,373,174.27	902,330.73	60.35
NET OF REVENUES & EXPENDITURES		(188,905.00)	(192,105.00)	(134,777.04)	(221,897.38)	29,792.38	115.51

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-401.446	PENALTIES - LATE CHARGES	42,000.00	42,000.00	1.47	29,174.59	12,825.41	69.46
591-000-450.477	WTR:PERMITS/INSPECTION FEE	20,000.00	20,000.00	0.00	705.00	19,295.00	3.53
591-000-450.478	PERMITS-CALEDONIA TOWNSHIP	0.00	9,200.00	0.00	9,199.35	0.65	99.99
591-000-450.479	PERMITS-OWOSSO TOWNSHIP	0.00	17,968.00	2,330.00	20,298.46	(2,330.46)	112.97
591-000-501.550	CAPITAL CONTRIBUTION-FEDERAL	0.00	0.00	176,618.00	176,618.00	(176,618.00)	100.00
591-000-539.529	STATE SOURCES	0.00	0.00	4,305.52	4,305.52	(4,305.52)	100.00
591-000-600.601	METERED SALES	2,900,000.00	2,900,000.00	(66,596.85)	1,524,728.79	1,375,271.21	52.58
591-000-600.602	METERED SALES-WHOLESALE-USAGE	350,000.00	350,000.00	24,376.22	198,809.80	151,190.20	56.80
591-000-600.604	WATER MAIN REPLACEMENT CHARGE	675,000.00	675,000.00	8.55	353,370.90	321,629.10	52.35
591-000-600.640	MATERIAL & SERVICE	16,000.00	21,000.00	6,918.60	27,549.69	(6,549.69)	131.19
591-000-664.664	INTEREST INCOME	1,200.00	1,200.00	20.66	319.00	881.00	26.58
591-000-671.688	HYDRANT RENTAL	24,000.00	24,000.00	0.00	6,001.75	17,998.25	25.01
591-000-671.694	MISCELLANEOUS	1,500.00	15,000.00	120.00	840.00	14,160.00	5.60
591-000-671.695	MISCELLANEOUS WATER CHARGES	2,500.00	2,500.00	85.00	720.00	1,780.00	28.80
TOTAL REVENUES		4,032,200.00	4,077,868.00	148,187.17	2,352,640.85	1,725,227.15	57.69
Expenditures							
200	GEN SERVICES	549,170.00	560,965.00	35,173.25	320,196.78	240,768.22	57.08
552	WATER UNDERGROUND	1,678,877.00	1,678,877.00	84,009.20	653,387.16	1,025,489.84	38.92
553	WATER FILTRATION	1,259,444.00	1,258,244.00	259,399.66	795,899.67	462,344.33	63.25
901	CAPITAL OUTLAY	683,728.00	683,728.00	49,993.89	138,442.65	545,285.35	20.25
905	DEBT SERVICE	670,538.00	670,538.00	0.00	642,727.34	27,810.66	95.85
TOTAL EXPENDITURES		4,841,757.00	4,852,352.00	428,576.00	2,550,653.60	2,301,698.40	52.57
Fund 591 - WATER FUND:							
TOTAL REVENUES		4,032,200.00	4,077,868.00	148,187.17	2,352,640.85	1,725,227.15	57.69
TOTAL EXPENDITURES		4,841,757.00	4,852,352.00	428,576.00	2,550,653.60	2,301,698.40	52.57
NET OF REVENUES & EXPENDITURES		(809,557.00)	(774,484.00)	(280,388.83)	(198,012.75)	(576,471.25)	25.57

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-539.529	STATE SOURCES	3,037,900.00	3,037,900.00	0.00	0.00	3,037,900.00	0.00
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,186,710.00	1,186,710.00	104,318.41	751,101.25	435,608.75	63.29
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	176,750.00	176,750.00	23,883.52	154,753.81	21,996.19	87.56
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	151,500.00	151,500.00	11,600.97	76,725.23	74,774.77	50.64
599-000-602.400	OP & MAINT CHRG - CORUNNA	227,250.00	227,250.00	21,641.10	148,793.72	78,456.28	65.48
599-000-603.100	REPLACEMENT CHRG - OWOSSO	416,527.00	416,527.00	0.00	203,697.68	212,829.32	48.90
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	123,762.00	123,762.00	0.00	64,531.55	59,230.45	52.14
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWS	87,255.00	87,255.00	0.00	44,414.00	42,841.00	50.90
599-000-603.400	REPLACEMENT CHRG - CORUNNA	72,456.00	72,456.00	0.00	37,356.76	35,099.24	51.56
599-000-664.664	INTEREST INCOME	2,000.00	2,000.00	4.60	404.80	1,595.20	20.24
599-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	3,342.67	3,342.67	(3,342.67)	100.00
599-000-671.694	MISCELLANEOUS	5,000.00	5,000.00	167.93	2,656.73	2,343.27	53.13
TOTAL REVENUES		5,487,110.00	5,487,110.00	164,959.20	1,487,778.20	3,999,331.80	27.11
Expenditures							
200	GEN SERVICES	0.00	0.00	5,752.50	5,752.50	(5,752.50)	100.00
548	WASTEWATER OPERATIONS	1,947,329.00	1,951,529.00	145,011.54	881,763.64	1,069,765.36	45.18
901	CAPITAL OUTLAY	3,092,900.00	3,092,900.00	49,992.66	52,367.16	3,040,532.84	1.69
905	DEBT SERVICE	132,000.00	132,000.00	0.00	107,970.70	24,029.30	81.80
TOTAL EXPENDITURES		5,172,229.00	5,176,429.00	200,756.70	1,047,854.00	4,128,575.00	20.24
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		5,487,110.00	5,487,110.00	164,959.20	1,487,778.20	3,999,331.80	27.11
TOTAL EXPENDITURES		5,172,229.00	5,176,429.00	200,756.70	1,047,854.00	4,128,575.00	20.24
NET OF REVENUES & EXPENDITURES		314,881.00	310,681.00	(35,797.50)	439,924.20	(129,243.20)	141.60

PERIOD ENDING 01/31/2022

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/22 INCR (DECR)	01/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-664.664	INTEREST INCOME	1,000.00	1,000.00	8.88	259.90	740.10	25.99
661-000-664.669	EQUIPMENT RENTAL	704,000.00	704,000.00	72,333.40	509,853.16	194,146.84	72.42
661-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	0.00	2,849.05	(2,849.05)	100.00
TOTAL REVENUES		705,000.00	705,000.00	72,342.28	512,962.11	192,037.89	72.76
Expenditures							
891	FLEET MAINTENANCE	335,553.00	336,378.00	31,206.24	192,458.91	143,919.09	57.22
901	CAPITAL OUTLAY	270,000.00	270,000.00	82,689.00	342,832.00	(72,832.00)	126.97
TOTAL EXPENDITURES		605,553.00	606,378.00	113,895.24	535,290.91	71,087.09	88.28
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		705,000.00	705,000.00	72,342.28	512,962.11	192,037.89	72.76
TOTAL EXPENDITURES		605,553.00	606,378.00	113,895.24	535,290.91	71,087.09	88.28
NET OF REVENUES & EXPENDITURES		99,447.00	98,622.00	(41,552.96)	(22,328.80)	120,950.80	22.64
TOTAL REVENUES - ALL FUNDS		28,875,410.00	31,480,061.00	892,018.34	16,201,222.38	15,278,838.62	51.47
TOTAL EXPENDITURES - ALL FUNDS		28,994,132.00	29,533,551.00	1,745,490.70	15,254,826.20	14,278,724.80	51.65
NET OF REVENUES & EXPENDITURES		(118,722.00)	1,946,510.00	(853,472.36)	946,396.18	1,000,113.82	48.62

FROM 01/01/2022 TO 01/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2022	Total Debits	Total Credits	Ending Balance 01/31/2022
Fund 101	GENERAL FUND				
101.200	POOLED CASH - HUNTINGTON BANK	4,155,136.88	8,483,524.61	10,685,291.61	1,953,369.88
101.201	MI CLASS ACCOUNT	2,119,733.31	4.57	2,119,737.88	0.00
101.202	MONEY MARKET ACCOUNT - HUNTINGTON	18.00	0.00	18.00	0.00
101.203	AMBULANCE PAYMENT BANK ACCOUNT	131,952.36	39,401.67	0.00	171,354.03
101.206	FRANKENMUTH CREDIT UNION 5 STAR	0.00	2,000,010.00	15.00	1,999,995.00
101.301	INVESTMENTS - STIFEL	1,098,426.86	3.88	1,098,430.74	0.00
101.306	DORT FINANCIAL CREDIT UNION	0.00	3,000,000.00	0.00	3,000,000.00
102.400	ICMA FORFEITURE FUNDS - RESTRICTED	0.00	3,085.62	0.00	3,085.62
102.401	CASH RESTRICTED - MERS DC (RESERVE)	16.12	15.18	45.67	(14.37)
103.000	IMPREST PETTY CASH	1,925.00	0.00	0.00	1,925.00
	GENERAL FUND	7,507,208.53	13,526,045.53	13,903,538.90	7,129,715.16
Fund 202	MAJOR STREET FUND				
101.200	POOLED CASH - HUNTINGTON BANK	1,393,731.24	604,909.41	1,084,974.64	913,666.01
101.206	FRANKENMUTH CREDIT UNION 5 STAR	0.00	500,000.00	0.00	500,000.00
	MAJOR STREET FUND	1,393,731.24	1,104,909.41	1,084,974.64	1,413,666.01
Fund 203	LOCAL STREET FUND				
101.200	POOLED CASH - HUNTINGTON BANK	1,029,210.04	538,574.72	1,043,936.39	523,848.37
101.206	FRANKENMUTH CREDIT UNION 5 STAR	0.00	500,000.00	0.00	500,000.00
	LOCAL STREET FUND	1,029,210.04	1,038,574.72	1,043,936.39	1,023,848.37
Fund 208	PARK/RECREATION SITES FUND				
101.200	POOLED CASH - HUNTINGTON BANK	85,865.78	2,644.33	1,545.00	86,965.11
Fund 273	OMS/DDA REVLG LOAN FUND				
101.200	POOLED CASH - HUNTINGTON BANK	242,513.75	639,832.10	877,265.00	5,080.85
101.201	MI CLASS ACCOUNT	225,066.77	0.49	225,067.26	0.00
101.202	MONEY MARKET ACCOUNT - HUNTINGTON	0.53	0.00	0.53	0.00
101.206	FRANKENMUTH CREDIT UNION 5 STAR	0.00	200,000.00	0.00	200,000.00
101.306	DORT FINANCIAL CREDIT UNION	0.00	200,000.00	0.00	200,000.00
	OMS/DDA REVLG LOAN FUND	467,581.05	1,039,832.59	1,102,332.79	405,080.85
Fund 276	OBRA FUND DISTRICT #16 - QDOBA				
101.200	POOLED CASH - HUNTINGTON BANK	8,973.21	0.06	0.00	8,973.27
Fund 283	OBRA FUND-DISTRICT#3-TIAL				
101.200	POOLED CASH - HUNTINGTON BANK	606.58	0.00	0.00	606.58
Fund 287	ARPA - AMERICAN RESCUE PLAN ACT				
101.200	POOLED CASH - HUNTINGTON BANK	765.30	3,042.26	0.00	3,807.56
101.306	DORT FINANCIAL CREDIT UNION	755,000.00	0.00	0.00	755,000.00
	ARPA - AMERICAN RESCUE PLAN ACT	755,765.30	3,042.26	0.00	758,807.56
Fund 288	OBRA FUND-DISTRICT #17 CARGILL (PREV #8)				
101.200	POOLED CASH - HUNTINGTON BANK	0.49	0.00	0.00	0.49
Fund 289	OBRA:DISTRICT#9(ROBBIN'S LOFT)				
101.200	POOLED CASH - HUNTINGTON BANK	45,980.82	0.00	0.00	45,980.82
Fund 291	OBRA FUND-DIST#11(CAPITOL BOWL)				
101.200	POOLED CASH - HUNTINGTON BANK	6,735.87	980.22	0.00	7,716.09
Fund 292	OBRA FUND-DIST#12(WOODARD LOFT)				
101.200	POOLED CASH - HUNTINGTON BANK	3,165.39	0.00	0.00	3,165.39

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 01/01/2022 TO 01/31/2022
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2022	Total Debits	Total Credits	Ending Balance 01/31/2022
Fund 295	OBRA-DIST#15 -ARMORY BUILDING				
101.200	POOLED CASH - HUNTINGTON BANK	0.45	0.00	0.00	0.45
Fund 296	DOWNTOWN DEVELOPMENT AUTHORITY				
101.200	POOLED CASH - HUNTINGTON BANK	(10,087.54)	4,270.12	15,066.86	(20,884.28)
Fund 297	HISTORICAL FUND				
101.200	CHECKING ACCOUNT - HUNTINGTON BANK	60,142.05	2,776.63	3,527.77	59,390.91
102.100	HC ENDOWMENT - RESTRICTED CASH	21,244.04	0.00	0.00	21,244.04
103.000	IMPREST PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	81,486.09	2,776.63	3,527.77	80,734.95
Fund 298	HISTORICAL SITES FUND				
101.200	POOLED CASH - HUNTINGTON BANK	21,193.81	2,643.91	0.00	23,837.72
Fund 327	DEBT SERVICE				
101.200	POOLED CASH - HUNTINGTON BANK	633,391.12	23,045.55	0.00	656,436.67
Fund 368	2009 SPECIAL ASSESSMENT				
101.200	POOLED CASH - HUNTINGTON BANK	2,986.20	691.20	0.00	3,677.40
Fund 374	2012 SPECIAL ASSESSMENT				
101.200	POOLED CASH - HUNTINGTON BANK	3,720.92	2,833.55	0.00	6,554.47
Fund 376	2013 SPECIAL ASSESSMENT				
101.200	POOLED CASH - HUNTINGTON BANK	2,659.86	0.00	0.00	2,659.86
Fund 382	2016 SPECIAL ASSESSMENT				
101.200	POOLED CASH - HUNTINGTON BANK	2,234.57	2,125.44	0.00	4,360.01
Fund 383	2017 SPECIAL ASSESSMENTS				
101.200	POOLED CASH - HUNTINGTON BANK	27,731.26	5,875.93	0.00	33,607.19
Fund 384	2018 SPECIAL ASSESSMENTS				
101.200	POOLED CASH - HUNTINGTON BANK	85,756.06	14,021.68	0.00	99,777.74
Fund 385	2019 SPECIAL ASSESSMENTS				
101.200	POOLED CASH - HUNTINGTON BANK	75,839.37	6,790.94	659.63	81,970.68
Fund 386	2020 SPECIAL ASSESSMENTS				
101.200	POOLED CASH - HUNTINGTON BANK	35,974.82	10,360.51	0.00	46,335.33
Fund 387	2021 SPECIAL ASSESSMENTS				
101.200	POOLED CASH - HUNTINGTON BANK	171,809.80	2,395.04	0.00	174,204.84
Fund 401	CAPITAL PROJECT FUND				
101.200	POOLED CASH - HUNTINGTON BANK	109,456.17	6,824.00	1,824.00	114,456.17
Fund 411	CAPITAL PROJECTS-STREET PROGRAM				
101.204	SAVINGS - MICLASS	1.11	0.00	1.11	0.00
Fund 466	CAPITAL PROJECTS-BUILDING AUTH				
101.200	POOLED CASH - HUNTINGTON BANK	36,608.22	0.00	0.00	36,608.22
Fund 494	CAPITAL PROJECTS FUND				
101.200	POOLED CASH - HUNTINGTON BANK	33,795.82	0.00	0.00	33,795.82
Fund 588	TRANSPORTATION FUND				
101.200	POOLED CASH - HUNTINGTON BANK	75,262.73	1,989.95	590.00	76,662.68
Fund 590	SEWER FUND				
101.200	POOLED CASH - HUNTINGTON BANK	1,711,006.95	1,274,223.66	2,142,010.99	843,219.62

FROM 01/01/2022 TO 01/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2022	Total Debits	Total Credits	Ending Balance 01/31/2022
101.202	MONEY MARKET ACCOUNT - HUNTINGTON	10.96	0.00	10.96	0.00
101.306	DORT FINANCIAL CREDIT UNION	250,249.07	1,000,000.00	0.00	1,250,249.07
103.000	IMPREST PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	1,961,466.98	2,274,223.66	2,142,021.95	2,093,668.69
Fund 591	WATER FUND				
101.200	POOLED CASH - HUNTINGTON BANK	1,954,868.10	866,060.06	516,895.31	2,304,032.85
101.202	MONEY MARKET ACCOUNT - HUNTINGTON	1.50	0.00	1.50	0.00
101.301	INVESTMENTS - STIFEL	135,719.52	5.55	135,725.07	0.00
	WATER FUND	2,090,589.12	866,065.61	652,621.88	2,304,032.85
Fund 599	WASTEWATER FUND				
101.200	POOLED CASH - HUNTINGTON BANK	1,240,878.83	964,964.15	1,800,756.70	405,086.28
101.202	MONEY MARKET ACCOUNT - HUNTINGTON	6.80	0.00	6.80	0.00
101.301	INVESTMENTS - STIFEL	221,473.75	1.85	0.00	221,475.60
101.306	DORT FINANCIAL CREDIT UNION	250,249.08	800,000.00	0.00	1,050,249.08
	WASTEWATER FUND	1,712,608.46	1,764,966.00	1,800,763.50	1,676,810.96
Fund 661	FLEET MAINTENANCE FUND				
101.200	POOLED CASH - HUNTINGTON BANK	857,069.95	2,294,246.42	2,115,994.08	1,035,322.29
101.201	MI CLASS ACCOUNT	1,220,197.92	2.63	1,220,200.55	0.00
101.206	FRANKENMUTH CREDIT UNION 5 STAR	0.00	1,000,000.00	0.00	1,000,000.00
	FLEET MAINTENANCE FUND	2,077,267.87	3,294,249.05	3,336,194.63	2,035,322.29
Fund 701	TRUST & AGENCY FUND				
101.200	POOLED CASH - HUNTINGTON BANK	2,351,203.94	1,477,609.13	2,337,888.89	1,490,924.18
Fund 977	GASB 34 LONG TERM DEBT				
102.200	CASH - RESTRICTED MMRMA	237,646.99	0.00	0.00	237,646.99
	TOTAL - ALL FUNDS	23,125,428.50	26,479,787.02	27,427,487.94	22,177,727.58



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MEMORANDUM

DATE: March 1, 2022

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: February 2022 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for February 2022. The Owosso Fire Department responded to 218 incidents in the month of February.

OFD responded to 4 fire calls and responded to 214 EMS calls.

Previous Month ▾

Feb 1, 2022 - Feb 28, 2022 ▾

2%

FIRE

Percentage of Total Incidents

97%

EMS

Percentage of Total Incidents

218

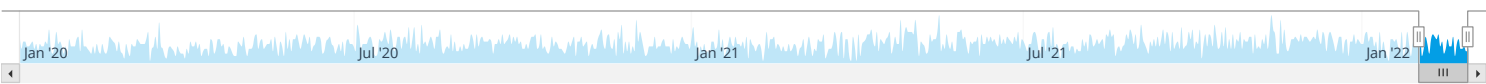
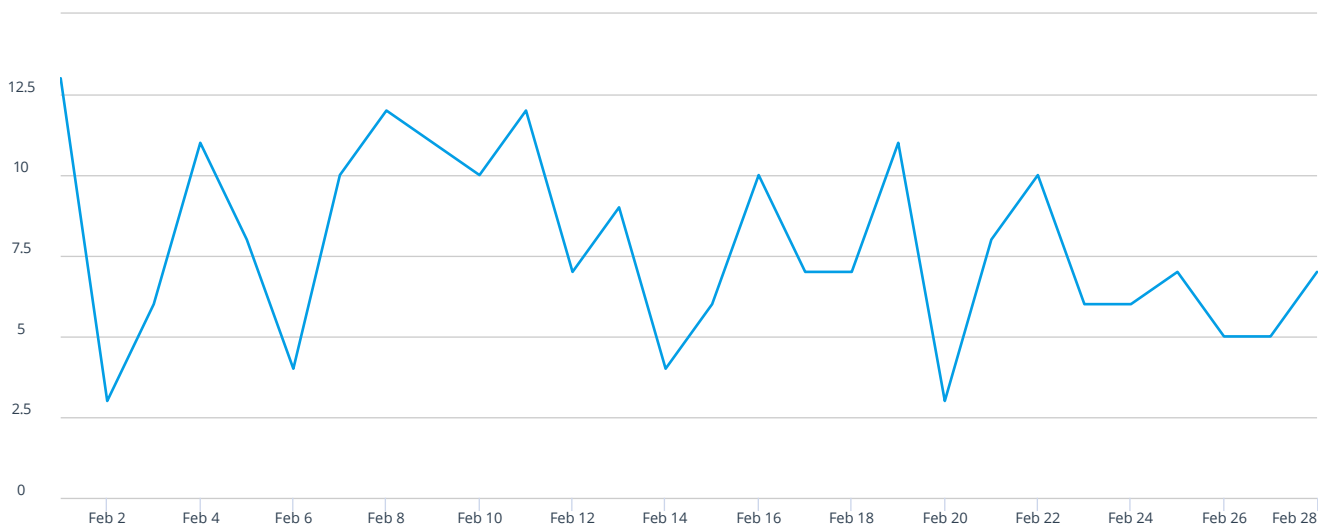
INCIDENTS

In Selected Time Slice

28

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	2/6/22	2/13/22	2/20/22	2/27/22	3/6/22	3/13/22	3/20/22	3/27/22	4/3/22	4/10/22	4/17/22	4/24/22	5/1/22	Total
(11) Structure Fire		1	1											2
(32) Emergency medical service (EMS) incident	43	69	46	47	7									212
(60) Good intent call, other			1											1
(61) Dispatched and canceled en route	1													1
(65) Steam, other gas mistaken for smoke	1													1
NULL		1												1
Total	45	71	48	47	7									218

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
FEBRUARY 9, 2022, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Vice-Chairman Brianna Carroll at 7:35 A.M.

ROLL CALL: Taken by Recording Secretary Debbie Hebert

MEMBERS PRESENT: Vice-Chairman Brianna Carroll, Commissioners: Dave Acton, Josh Ardelean, Bill Gilbert, Sue Osika and Melissa Wheeler.

MEMBERS ABSENT: Chairman Jon Moore, Kenneth Cushman, Lance Omer

OTHERS PRESENT: Beth Kuiper, Director

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO APPROVE THE MINUTES FOR THE REGULAR MEETING HELD JANUARY 5, 2022.

AYES: ALL, MOTION CARRIED.

MINUTES: THE SPECIAL MEETING HELD JANUARY 7, 2022 WAS CANCELLED DUE OT LACK OF A QUORUM. THE NOTES TAKEN WERE OFFERED AS A REVIEW FOR THE BOARD. NO MOTION WAS REQUIRED.

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) CHECK REGISTER: JANUARY 2022 – Osika suggested that the contract with Paul Mezo, CGIP for the work he is doing with the Streetscape Committee be shared and approved by the board. A copy of the contract will be provided for board review. Steven Teich reimbursement is for designing historic decals to be placed in storefront windows.

IT WAS MOVED BY AUTHORITY MEMBER ARDELEAN, SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE CHECK REGISTER FOR JANUARY 2022 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) BUDGET REPORT – Budget is balanced. Glo Committee expenses appeared higher than the previous years. Assistance from other vendors for maintenance may be utilized in the future.

3) CREDIT CARD RECONCILLIATION – The credit card has a \$200 credit balance. Beth is in the process of being added to the account.

4) SHIACASH REPORT – Additional business owners have signed participation agreements in the ShiaCash Program. A concern was stated that a promotion was not done announcing the new businesses added to the program. That point lead to a discussion of changes in marketing strategies for the Owosso DDA/Mainstreet. The board will review the website of Owosso DDA/Mainstreet and offer suggestions for additions/deletions. Changes will be made as needed, such as, eliminating the online shopping option.

An arrangement with AZee Business Solutions will be brought before the board for consideration of a marketing package.

5) CHARGEPOINT REPORT– Director Beth Kuiper reported that she is working with ChargePoint to resolve current issues. ChargePoint is understaffed and unable to meet the needs of its customers. Service response is slow. The south side charger is active but not charging the fee to the customer. The north side charge requires a repair. Authority Member Gilbert advised that the warranty should not begin until the chargers are completely functioning. A request for a reimbursement from ChargePoint for the reimbursement of the \$37.00 revenue lost will be submitted.

6) BOARD MEMBER TRAINING – Vice Chairman Carroll shared a suggestion of having an annual Board Member Survey asking members how satisfied they are by their current role on the board. Members were cautioned to have a critical eye ensuring that functions/events align with the board's goals and objectives. Consider hosting events every other year with a focus on volunteer recruitment, as an example. A draft Responsibility Agreement was presented to the board.

7) 2022/2023 BUDGET – Discussion rather than Resolution: Finance committee will investigate a \$20,000 shortfall of TIFF revenue. Training will be provided to board members and events chairmen to utilize the Notion App to assist in budgeting their work plans. Proposed budget worksheets are to be submitted to City Manager by March 7, 2022.

8) FOOD TRUCK ORDINANCE – It was noted that policies will be added to address issues as they arise.

IT WAS MOVED BY AUTHORITY MEMBER ARDELEAN, SUPPORTED BY AUTHORITY MEMBER OSIKA TO SUPPORT THE FOOD TRUCK ORDINANCE TO GO ON TO THE PLANNING COMMISSION.

AYES: ALL. MOTION CARRIED.

COMMITTEE UPDATES:

1) Design and Business Vitality –

New lighting is being considered. However, the lights used on the Riverwalk project would be an approximate cost of 1 million dollars.

Maintenance projects may be shifted to an outside contractor rather than Department of Public Works to help with controlling costs.

Woodard Place project will begin to repair any broken furniture, lighting, security cameras and a possible mural with a 50% reimbursement of costs from MEDC using Patronicity.

2) Promotion –

150 Tickets have been sold for Chocolate Walk. A total of 22 businesses are participating. The map is currently being created.

3) Outreach – No updates. Beth Kuiper is currently building this committee.

4) Economic Vitality –

Revolving Loan Fund – Addressing the length of time needed to process the loan after approved more thorough with a timeframe provided. Processing fees will be charged to the applicant. There is an approximate balance in the fund of \$375,000. The desire threshold is to not go under \$250,000.

Small Business Meetups and Match on Main - Networking to be held at AZee Business Solutions new office at 114 W. Main, Suite 201, a question and answer session for Match on Main Grants will be provided.

R2R – A packet is being developed to provide new business owners.

Optimize Main Street – project being developed by director Beth Kuiper.

Board Continuing Education/Information: As noted in Board Member Training

Director Updates: Updates were provided throughout the meeting.

PUBLIC COMMENTS: None

BOARD COMMENTS: Books and Beans location is in full operation.

ADJOURNMENT: Authority Members left the meeting as follows: Wheeler: 8:30 a.m. and Osika: 8:50 a.m.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO ADJOURN AT 8:55 A.M.

AYES: ALL. MOTION CARRIED.

**PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, FEBRUARY 23, 2022
7:00 p.m.
City Hall, Council Chambers**

CALL TO ORDER: Chairman Workman called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioners Carol Anne Smith, Gerald Bila, Kevin Maginity, and Ellen Rodman

MEMBERS ABSENT: None

OTHERS PRESENT: Amy Fuller

APPROVAL OF AGENDA: **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR FEBRUARY 23, 2022 WITH THE ADDITION OF THE KAYAK LAUNCH BIDS. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.**

APPROVAL OF MINUTES: **COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE MINUTES FOR JANUARY 26, 2021 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER SELBIG. AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS: None.

COMMUNICATIONS: Ms. Fuller reported that the Rail Jam is donating two rail features for the skate park and that Don Horton was appointed to the commission.

OLD BUSINESS REPORT Ms. Fuller reported that the play equipment for Hopkins Lake has arrived

NEW BUSINESS:

Kiwanis Donation/Match: The Kiwanis Club has offered to make a \$3,700 donation for the purchase of a slide to be installed at Collamer Park. The Commission discussed using millage funds as match to purchase a \$6,000 slide and using the rest of the funds for mulch around the play structures. **COMMISSIONER SELBIG MADE A MOTION TO USE MILLAGE FUNDS TO MATCH THE KIWANIS DONATION AND PURCHASE A SLIDE AND MULCH. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES, ALL. MOTION PASSED.**

Climbing Boulder: Commissioner Maginity shared that he met someone who could fabricate a large climbing boulder. There was discussion on the texture and materials that would be used. Commissioner Maginity will follow up with the fabricator.

Ice Rink Location: Since the Grove Holman Building is not moving forward, the Commission discussed if the ice skating rink should remain in its current location. They decided it should stay at Bentley Park but requested it as a question on the next Parks Survey.

Kayak Landing Bids: The low bid for the Junior High Launch site was \$29,475. Discussion took place on if the commission wanted to change their \$15,000 millage contribution to \$30,000. **COMMISSIONER RODMAN MADE A MOTION TO CONTRIBUTE A TOTAL OF \$30,000 IN MILLAGE FUNDING TO THE JUNIOR HIGH BOAT LAUNCH. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES, RODMAN, MAGINITY, SELBIG, SMITH, WORKMAN. NO, BILA. MOTION CARRIED.**

Next Meeting: March 23, 2022 at 7:00 PM in Council Chambers at City Hall

PUBLIC/COMMISSIONERS COMMENTS: None

ADJOURNMENT:

COMMISSIONER SELBIG MADE A MOTION TO ADJOURN AT 8:21 P.M. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

Respectfully submitted by:

Amy Fuller, Assistant to the City Manager

DRAFT

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, February 28, 2022 – 6:30 P.M.

CALL TO ORDER: Chairman Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Recording Secretary Molly Hier

MEMBERS PRESENT: Commissioner Jenkins, Commissioner Law, Vice-Chair Livingston, Commissioners Morris, Chairman Wascher

MEMBERS ABSENT: Secretary Fear, Commissioners Robertson and Taylor

OTHERS PRESENT: Tanya Buckelew, Planning & Building Director

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER MORRIS TO APPROVE THE AGENDA FOR February 28, 2022.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER MORRIS TO APPROVE THE MINUTES FOR THE January 24, 2022 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS: NONE

SITE PLAN REVIEWS: NONE

ITEMS OF BUSINESS:

1. CITIZENS PARTICIPATION PLAN

Discussion held on the contents of report, requires updates every 5 years and is a further requirement for the RRC and MEDC.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER MORRIS TO APPROVE THE 2022 CITIZEN PARTICIPATION PLAN AND HEREBY RECOMMENDS CITY COUNCIL ADOPTION.

YEAS: COMMISSIONER JENKINS, COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSION MORRIS, CHAIRMAN WASCHER
NAYS: NONE
RCV: 5-0 MOTION CARRIED

2. AMENDEMENT TO THE ZONING ORDINANCE

City staff is recommending the removal of greenhouses from the Zoning Ordinance for the I-1 Light Industrial Districts due to the potential light pollution issues the City could have if allowed for marijuana grow.

MOTION BY COMMISSIONER LAW SUPPORTED BY VICE-CHAIR LIVINGSTON TO SET A PUBLIC HEARING FOR THE MARCH 28, 2022 MEETING FOR THE PURPOSE OF THE PROPOSED AMENDMENT TO THE ZONING ORDINANCE OF REMOVING GREENHOUSES FROM THE I-1 LIGHT INDUSTRIAL DISTRICTS.

YEAS ALL. MOTION CARRIED.

COMMISSIONER COMMENTS:

Chairman Washer as well as Commissioners Morris and Jenkins confirmed that the removal of the “Greenhouses” is reserved for the Industrial District only and this will not affect businesses or homeowners.

CITIZEN COMMENTS: NONE

ADJOURNMENT:

MOTION BY COMMISSIONER MORRIS SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 7:00 PM UNTIL THE NEXT MEETING ON MARCH 28, 2022.

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary